

**Job Advertisement**  
**Edgerton, WI Municipal Services Director**

The City of Edgerton, Wisconsin (pop. 6,071) seeks a self-motivated, energetic leader to direct its Public Works and Utilities Departments.

This is a full-time exempt position that oversees the operations and activities of the City's Water and Sewer Utilities and the Public Works Department. These operations and activities include water, sanitary sewer, streets, parks, cemetery, stormwater, urban forestry, municipal buildings, and property code compliance. The position offers latitude to lead and grow a community focused department and staff.

**Skills and Abilities:** The ideal candidate will be a curious, open-minded, customer-service oriented leader who has a passion and commitment to the provision of cost effective public services. The Director must be able to work collaboratively with the Common Council, Mayor, City Administrator, department heads, community members, business leaders, and other governmental agencies. The ideal candidate for this position should also have a track record focused on strong customer service, human relations, leadership, managerial, and supervisory skills. Qualified candidates should possess proficiency in written and oral communications; computer operations; reporting and compliance with regulatory agencies; budgeting; municipal operations; and organizing people, projects, and schedules.

**Qualifications:** Postsecondary education in Engineering, Public Works Management, Public Administration, or a related field of study (Bachelor's degree is preferred); 5+ years in a public works and/or utilities management or a supervisory role; DNR certifications in water and wastewater preferred; and a verifiable record of effective leadership and cooperation with community members and city administration. An equivalent combination of education and experience may be considered. Must possess and retain a valid State of Wisconsin driver's license and have availability to attend occasional evening meetings.

**Salary Range:** \$80,875-\$108,759 (DOQ), with an attractive benefit package.

**Residency:** Candidate to reside within 60-minute travel time of the Department within one year of date of appointment as Director.

**How to apply:** Applications must be received at the address below, no later than 3:30 pm on October 30, 2024. A complete application will include a: cover letter, resume, references and a completed "Application for Employment". For a complete job description, benefits summary and employment application materials, contact the Edgerton City Administrator Office at: 608 884 3341 [rflanigan@edgerton.wi.gov](mailto:rflanigan@edgerton.wi.gov) or visit the website at [www.cityofedgerton.com](http://www.cityofedgerton.com).

Mail or email application materials to [rflanigan@edgerton.wi.gov](mailto:rflanigan@edgerton.wi.gov)  
Ramona Flanigan, Edgerton City Administrator, 12 Albion Street, Edgerton, WI 53534.

Selected candidate shall be offered the position subject to successful completion of background check, medical examination, and drug screening.

The City of Edgerton is an equal opportunity employer.