

# City of Pelham



## Job Opening

The team at the City of Pelham is looking for candidates to fill the position of:

### Public Works Supervisor

The City of Pelham is a small rural South Georgia community, rich in tradition and committed to community growth and making it one of the best in the region. The job opening plays a vital role in the appearance of the city in support of economic development, revitalization of the City, and the quality of life of its citizens.

#### Responsibilities:

- Lead a team in the day-to-day duties of keeping City property, such as public rights-of-way, cemeteries, parks, and public properties clean and well maintained. Duties involve landscaping type activities.
- Manage a team and coordinate the activities of several employees engaged in various tasks and programs.
- Maintain the City's streets and storm drainage system in proper working condition.
- Support special events with general labor for setting up and break down.
- Manage administrative duties of public works for such things as the budget, annual vacation plans, enforcement of safety standards, and equipment inventory.

#### Required Qualification:

- High School Degree or GED equivalent.
- Class A driver's license.
- Ability to establish and maintain working relationships with employees, other supervisory personnel, city officials, and to deal courteously with the public.

#### Preferred Qualification:

- Experience with heavy equipment, such as backhoes.
- Knowledge of maintenance and repair of equipment used in street construction.

The City of Pelham is an Equal Opportunity Employer and Drug Free Workplace.

- Starting wage is DOQ, with a competitive benefits package.
- Deadline for submissions is November 19, 2019, or until position is filled.
- Need to undergo a background check and submit to a drug test.

- How to Apply:

Drop off in person a City application or send to:

Donna Willis

108 Hand Ave W

Pelham, GA 31779

Fax: (229)294-6028

November 5, 2019

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