ABOUT THE COMMUNITY

The City of Schertz, Texas is a fast-growing community located northeast of San Antonio, adjacent to Randolph Air Force Base and along both Interstates 35 and 10. Schertz is nationally recognized for its family atmosphere, foresight, and commitment to economic prosperity and workforce opportunities. The City's proximity and ease of access to San Antonio, Austin and Houston has fueled its recent growth. Since 2010, five Fortune® 100 companies have made major investments in Schertz. GE Oil & Gas (Baker Hughes), Amazon.com, Sysco, FedEx, and Caterpillar have collectively invested over half a billion dollars and constructed over three million square feet of space.

Incorporated in 1958, Schertz has seen steady growth over the years. The City’s population has doubled (18,700 to 40,000) from 2000 to 2018 and is expected to surpass 50,000 in the next 10 years.

Schertz is a well-planned community with diverse housing options for all. The City offers a variety of recreational, leisure, and cultural opportunities which attract people who are looking for more than just a place to live. In keeping with its vision, Schertz hosts four large community events each year, maintains hundreds of acres of parks, and provides regional facilities like the Schertz Library, Senior Center and Aquatic Facility.

Known as the "Friendly City," Schertz' low crime rate and aesthetically appealing landscapes and facilities create a positive environment where businesses and families can thrive. Schertz is located within multiple top-rated public school districts. Additionally, a highly regarded private school and a charter school are located within its City limits.

The personal finance and consumer advising website NerdWallet recognized the City with a double honor when it named Schertz as One of the Best Places for Young Families and selected it as No. 5 on the list of Cities On The Rise.

GOVERNANCE & ORGANIZATION

The City of Schertz is a home-rule city with a Council-Manager form of government. The City Council is comprised of the Mayor and seven at-large Council Members. The City Council appoints the City Manager, City Secretary, City Attorney, Municipal Judge, and Municipal Prosecutor.

The City of Schertz currently serves the community with a staff of 400 employees. The City’s Fiscal Year 2018 general fund operating budget is $31 million and Schertz has obtained the Certificate of Achievement for Excellence in Financial Reporting Program for more than 20 years. The financial standing of the City is expressed in Standard & Poor’s AA+ rating.
The Public Works Department provides services to the Schertz community in a number of areas, including street maintenance, solid waste, water/wastewater, drainage and stormwater management, to ensure Schertz is kept safe, clean, liveable and enjoyable.

The Streets division designs, constructs, renovates and maintains sidewalks and more than 163 miles of city roadways over a 32-square mile area. The Streets division not only evaluates affordability and efficiency options for best street maintenance service, but also provides safe vehicular and pedestrian transportation corridors.

The Water/Wastewater division serves over 16,000 customers in homes, businesses, and schools and distributed more than 1.7 billion gallons of water in FY 2017-18. Water/Wastewater is responsible for operation and maintenance of 225 miles of water mains and 113 miles of sanitary sewer lines.

The Drainage division is responsible for the maintenance and management of 13.62 miles of drainage ditches and right-of-ways as well as stormwater inlets, floodways, alleys, and compliance with regulations. Drainage is also responsible for reviewing the issuance of permits for development that might affect the drainage infrastructure, such as subdivision plans, and providing guidance to other departments as needed.

Through local partners, such as Schertz-Seguin Local Government Corporation (water production and transport), Cibolo Creek Municipal Authority (wastewater treatment), and Republic Services (trash and recycling pickup), the City is able to provide premier services.
About the Position

The Public Works Director is responsible for the direction and oversight of the City’s Public Works Department. This position reports to an Executive Director and works closely with City Management, City Council, and other City departments to develop and implement executive level policy and procedures, analyze business needs, and create short and long range strategies, goals, and action plans. The Public Works Director serves as a visionary leader and team builder, who brings together the diverse elements of the staff and community to develop a vision and clear goals for the future growth of the Public Works Department in alignment with the mission, vision and values of the City.

Public Works Exists to...

- Provide quality and safe drinking water to our citizens
- Ensure an adequate future water supply and road transportation system
- Provide superior customer service, safe roadways, sidewalks and traffic experiences for our residents and visitors
- Operate, maintain and improve the infrastructure for efficient and safe collection and discharge of our storm water and drainage system
- Provide and maintain a great work environment for all current and future employees

Ideal Candidate

The City of Schertz seeks a visionary Public Works Director who is passionate about creating a professional department that is progressive, proactive and performance driven. The new Director should be a forward-thinking professional with exceptional customer service skills who will help the City ensure core services are maintained and enhanced for the community. The successful candidate will be a balance of strong leadership and technical expertise.

The Public Works Director should have knowledge in planning, operations, construction practices and materials used in design, engineering and configuration of water, wastewater, streets, drainage and stormwater systems. The ideal candidate should have proven experience in developing and leading teams of people to accomplish public works tasks, setting goals and objectives, work organization, delegation and employee supervision.

The ideal candidate should be comfortable meeting regularly with State, County and City officials from other municipal and utility entities, other City departments developers and the general public.

A successful candidate should have the ability to analyze complex technical and administrative public works service problems, evaluate both standard and alternative solutions, and adopt effective courses of action within appropriate time frames.

Education and Experience

EXPERIENCE

Ten years of progressive professional supervisory and leadership experience in local government Public Works is required. Multiple years of leadership experience in the Director or Assistant Director role is preferred.

EDUCATION

Bachelor Degree in Civil or Mechanical Engineering, Business Administration, Public Administration or related field is required

Possession of a license to practice as a Professional Engineer is preferred.
CITY OF SCHERTZ
PUBLIC WORKS DIRECTOR

Compensation and Benefits
The City of Schertz offers a competitive salary depending on qualifications and experience. Salary pay range for this position is $96,000 - $120,000. The City participates in the Texas Municipal Retirement System (TMRS) at the rate of 7% employee deposit rate, with a municipal matching ratio of 2:1 and a five-year vesting period.

The City of Schertz offers a comprehensive benefits package, which includes paid vacation and sick leave, paid holidays, employer-paid medical, dental, vision, life insurance, long-term disability and retirement benefits. Optional enrollment in dependent medical/dental coverage, supplemental life, and short-term disability insurance and deferred compensation are offered as well.

APPLICATION PROCESS

Click Here to Apply for the Public Works Director Vacancy

For more information on this position, contact:

Jessica Kurz, Director of Human Resources & Purchasing
jkurz@schertz.com

The City of Schertz is an Equal Opportunity Employer and values diversity in its workplace. Finalists for this position will be subject to a pre-employment drug screening, physical and comprehensive background check.

Resources

- City of Schertz
- Schertz-Sequin Local Government Corporation
- Schertz Economic Development Corporation