



GENERAL SERVICES DIRECTOR
County of Montgomery, Alabama
\$75,153

The General Services Director provides organizational leadership, direction, and supervision to a group of internal and external service functions. Internal and external service functions may include construction, maintenance and repair of new and existing buildings and parking facilities; property and management leasing; janitorial and custodial service; service contracts; property/building inventories; mail and supply operations; energy conservation; commercial and residential solid waste disposal/recycling which includes oversight of the Montgomery County Solid Waste Management Plan; and fuel consumption management. The essential functions of the position include the following: planning, organizing, and directing the County's General Services functions; researching; developing and implementing goals, objectives, policies, procedures, and priorities; evaluating services; developing short and long range plans; managing the issuance of service contracts; preparing and maintaining a budget; managing and supervising employees; developing relationships and serving as liaison; managing special projects; and conferring with management. The position delegates considerable authority for the performance of technical and daily administrative duties to the Plant Maintenance Manager, Custodial Maintenance Manager, and the Groundskeeper. The position reports directly to the Deputy County Administrator who holds the incumbent responsible for the effective and efficient operation of all departmental programs.

To qualify, candidates must possess a bachelor's degree in business or public administration, engineering, architecture, construction management, or a related field and five years of highly responsible management experience in the provision of a broad range of facility services such as construction, building and grounds management, property management, service contract management, and janitorial/custodial services management.

Applications and additional information can be obtained by visiting www.montgomerypersonnel.com. Applications will be accepted until February 16, 2016.