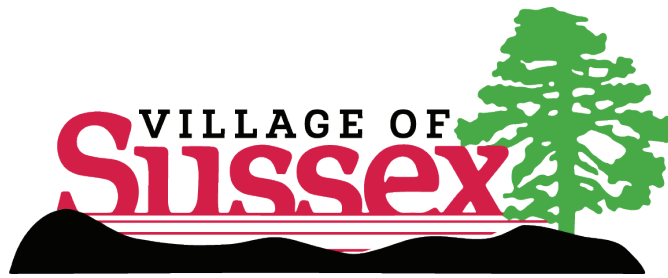


**Public Works
Director/Village Engineer**

**Innovative
Public Advisors**

Executive Recruitment



Welcome to the Village of Sussex

The Village of Sussex (population 12,162) is a vibrant and growing community located in the heart of Waukesha County. Incorporated in 1924, Sussex blends small-town charm with modern amenities, offering an exceptional quality of life for both residents and visitors.

Situated just 19 miles northwest of downtown Milwaukee, Sussex enjoys a prime location that provides easy access to urban conveniences while preserving a close-knit community atmosphere. The Village boasts beautiful parks and trails, including the scenic Bugline Recreation Trail, which offers miles of biking, hiking, and other outdoor enjoyment through picturesque landscapes.

Sussex features a range of housing options, from established neighborhoods with historic homes to new residential developments that accommodate households of all sizes. The Hamilton School District, serving the Village, is highly regarded for its strong academic performance and comprehensive programs, contributing to Sussex's reputation as a desirable place to live and raise a family.

The local economy thrives on a diverse mix of businesses, including manufacturing, retail, professional services, and small enterprises that support the community's economic vitality. Throughout the year, residents and visitors enjoy community events such as Sussex Lions Daze, farmers markets, and holiday celebrations, which foster civic pride and bring neighbors together.

Learn more at villagesussex.org.



About the Department

The Village of Sussex Public Works Department provides traditional public works services and manages three utilities: water, sewer, and stormwater. The department is also responsible for contract management and quality control of all Village construction projects.



Public Works Director/Village Engineer

The Village of Sussex is seeking a dynamic Public Works Director/Village Engineer to lead and manage its Public Works Department. This department oversees three utilities—water, sewer, and stormwater—and provides essential services, including operations, building maintenance, and engineering. As a key member of the Village’s management team, the ideal candidate will be a strong, collaborative leader with excellent customer service skills. This position offers the opportunity to shape the role and contribute meaningfully to a growing, vibrant community.

Key responsibilities include:

- Provides leadership, strategic direction, and supervision for all DPW functions.
- Oversees the operation and maintenance of the Village’s water, sewer, and stormwater utilities.
- Manages field operations, including streets, utilities, parks, fleet, and facility maintenance.
- Supervises building maintenance and engineering services.
- Plans, organizes, and directs public works projects and programs.
- Manages construction projects and oversees the capital improvement program.
- Administers contracts and ensure quality control for Village construction projects.
- Prepares and manages departmental budgets and capital plans.
- Collaborates with other departments, elected officials, contractors, and the public to ensure effective service delivery.
- Provides professional engineering expertise and guidance on Village infrastructure and development projects.



The Ideal Candidate

The Village of Sussex seeks a candidate with strong leadership and communication skills, and a proven ability to manage public works operations and engineering projects that support the Village's infrastructure and growth.

Qualifications

- Wisconsin Licensed Municipal Engineer certification.
- Bachelor's degree in civil engineering (Master's degree in Public Administration or a related field is preferred).
- A minimum of five years of progressively responsible experience in civil engineering, public works management, and/or municipal operations, including project administration and supervision.
- A valid driver's license.

Full Salary Range: \$120,000 - \$145,000 (DOQ)

Benefits package includes:

- Excellent benefits package, including deferred compensation match, a strong commitment to professional development, and a family-friendly work environment.
- Enrollment in Wisconsin Retirement System (WRS) Pension.

Innovative
Public Advisors

HOW TO APPLY

Innovative Public Advisors (IPA) is conducting the recruitment process for this position. Applications are now being accepted until the position is filled, with a first review no later than August 8, 2025.

Send a cover letter, resume, salary history, and professional references to Jay Shambeau at jay@public-advisors.com. Direct questions to 262-355-6102. Learn more at public-advisors.com/jobs.