



CITY OF AURORA, COLORADO



# Manager of Street Services



## THE CITY

Situated on prairie grasslands, rolling hills and the Black Forest's northern tip, Aurora offers something for every lifestyle, from convenient urban living to master-planned communities. Aurora is a close-knit community with excellent services and amenities. With Buckley Air Force Base, the Anschutz Medical Campus, Fitzsimons Innovation Community, and other major employment centers, the city has thriving aerospace, defense, bioscience, health care, and distribution industries. Aurora is also a global community. People from around the world live, work and have businesses throughout Aurora, creating a culturally rich environment and one of the city's greatest assets.

Long known as the Gateway to the Rockies, this All-America City lies on the eastern edge of the Denver-Aurora metropolitan area. The city boasts spectacular views of the Front Range spanning from Pikes Peak to Longs Peak. And, if you need to travel locally or abroad, Aurora's proximity to three major highways, light and commuter rail lines, and Denver International Airport makes it accessible and a short commute to the world.

More than 386,000 residents and 10,000 businesses choose to call Aurora home, making it the third largest city in Colorado and the 51st largest in the United States. The city covers 160 square miles and is located within three counties, Arapahoe, Adams, and Douglas, with 74 square miles of land inside city limits still undeveloped. Aurora's diversity as a majority-minority city, where no one ethnic group is the majority population, is reflected in its many ethnic and independent restaurants and thriving arts scene.

Aurora provides access to quality education, with five school districts and nine campuses of higher learning meeting the instructional needs of residents and those beyond the city limits. Aurora is the only place in Colorado where students can get a Doctor of Medicine degree.

Aurora's climate is mild and dry, offering residents and visitors ample opportunity to get outside, stay fit, and enjoy all that Colorado living has to offer. Aurora has five golf courses, two reservoirs, more than 97 parks, and over 4,000 acres of open space and trails. Situated at the foot of the Rocky Mountains, Aurora is a gateway to all Colorado has to offer.

## WHY WORK FOR AURORA?

- ◆ Make a difference in the lives of real people every day
- ◆ Diverse community
- ◆ Competitive total compensation package
- ◆ Well-Funded General Employees Retirement Plan (aka pension plan)
- ◆ Telework options available
- ◆ Flex schedules for qualifying employees
- ◆ On-site fitness center and overall employee well-being programs
- ◆ Internal educational programs to assist with career advancement

For further information, please visit the city's website at [www.auroragov.org](http://www.auroragov.org)



It is an exciting time to work for the City of Aurora, we're growing and looking for dedicated and collaborative individuals to join our team of talented and valued employees. Excellent organizations have a set of core values that are used to implement their mission and vision. The City of Aurora demonstrates our excellence by modeling the CORE 4 Values of Integrity, **Respect, Professionalism and Customer Service.**

To learn more go to: [www.AuroraGov.org](http://www.AuroraGov.org)

## POSITION OVERVIEW

The Street Services Division is responsible for the improving and maintaining the roadways throughout the Aurora community, as well as performing street sweeping and snow removal. The City is seeking a Manager of Street Services to administer the daily activities of the Street Services Division to include right-of-way and street maintenance, street sweeping, winter road maintenance. A key function of this role also involves managing and overseeing all maintenance programs and capital maintenance projects to Aurora roadways, which are designed to provide safe travel conditions throughout the city and preserve the city's investment in roadway infrastructure.

Annual programs are developed to apply the appropriate maintenance strategy at the appropriate time in the roadway's life cycle. The largest program is the annual street overlay, which helps maintain the structural integrity of city streets. A combination of contracted construction crews and city maintenance crews complete typical work such as patching, milling, and paving two to three inches of new asphalt. The second largest roadway maintenance program is the annual surface treatment program, which is designed to preserve city roadways by sealing small cracks in the pavement surface to help keep moisture out of the lower pavement layers. Another important component of roadway maintenance is maintaining curbs, gutters, and sidewalks.

### Key Areas of Responsibility:

- ◆ Supervises multiple team members to carry out street rehabilitation and routine maintenance activities
- ◆ Oversees work measurement system for scheduling and coordinating supervisors and crews to carry out street maintenance functions

- ◆ Coordinates response to emergencies that impact the roadway system including winter storms
- ◆ Coordinates new construction, paving and repair projects with engineering personnel
- ◆ Directs staff engaged in developing and implementing annual pavement maintenance programs
- ◆ Supervises equipment utilization and plans equipment acquisition and replacement
- ◆ Supervises inventory of materials for maintenance operations including stockpiling of gravel, road-base materials, and de-icing agents
- ◆ Negotiates contracts, makes presentations, represents the department at meetings, on committees, and at City Council meetings
- ◆ Develops and proposes Division policies
- ◆ Prepares and monitors the operating and capital budgets
- ◆ Assists in developing operational priorities, goals, and objectives
- ◆ Makes recommendations to the Deputy Director of Public Works Operations regarding hiring, training, promoting, evaluating, and disciplining assigned employees
- ◆ Represents the division in emergency management training, exercises, and actual emergencies





## CHARACTERISTICS OF THE IDEAL CANDIDATE

The ideal candidate must be a seasoned, experienced, highly competent manager in street maintenance operations. The ideal professional must have an outstanding track record of fostering a project-management-oriented culture, as well as prioritizing and implementing ongoing street maintenance programs and successful delivery of capital maintenance projects on Aurora roadways. Candidates shall also have experience working in varying types of weather for monitoring and coordination of roadway work including emergency snow/ice removal operations, as well as the technical expertise and knowledge of principles, engineering practices and operating requirements of street maintenance and highway construction.

It is imperative that this new manager has the ability to lead with tact and diplomacy, and candidates must have strong communication, presentation, research, and analytical skills, as well as exceptional interpersonal, decision-making, and managerial skills to effectively implement policies and procedures in the best interest of the City and the department. This new leader must have the ability to develop relationships with department employees at all levels.

The **Manager of Street Services** shall have these additional core competencies:

- ◆ **Forward-Thinking** – Fosters a vision and direction for department; seeks “best practices” for continued growth and effectiveness; develops short- and long-range CIP projects, strategies, priorities, goals, and objectives.

- ◆ **Adaptable and Managing Change** – Adapts to ongoing challenges and capable of shifting in various directions due to changes in project priorities or issues; provides updates to City leadership on an ongoing basis.
- ◆ **Results Oriented** – Provides a high level of customer service; leads the identification and development of PM roles, goals, and objectives. Identifies opportunities to achieve effective and efficient project delivery.
- ◆ **Problem-Solving and Strategic Thinking** – Demonstrates the ability to analyze, interpret and effectively identify and solve problems; makes informed decisions, and successfully addresses complex project challenges; provides/implements creative solutions and courses of action.
- ◆ **Collaborative** – Has a professional presence suitable to successfully engaging with Project Consultants, Contractors, City Management, City Council, county and state officials, and community stakeholders; serves as a departmental representative for City Council meetings, community meetings and project meetings.
- ◆ **Leadership** – Demonstrates an enthusiastic and empowering workforce and creates an environment where ideas are fostered and nurtured; exhibits engaging and approachable behavior; listens attentively to understand the needs, intentions, and values of others
- ◆ **Communication Skills** – Strong interpersonal, analytical, written, and verbal communication and presentation skills; handles sensitive situations with tact and diplomacy; effectively communicates with franchise utilities and pipelines.
- ◆ **Technical Expertise** – Demonstrates knowledge of and experience with applicable professional/technical principles and practices with civil engineering and project management; Citywide and departmental procedures/policies, procurement laws, and federal and state rules and regulations.

## MINIMUM QUALIFICATIONS

- ◆ A Bachelor's degree or higher in Civil Engineering, Construction Management, Public Administration, or a related field.
- ◆ Five (5) years of progressively responsible experience managing street maintenance operations in a large organization.
- ◆ Three (3) years of supervisory and administrative management of a related major division or organization.
- ◆ An equivalent combination of education, training, and experience that demonstrates required knowledge, skills, and abilities may be considered.
- ◆ Project management experience is desirable.
- ◆ Licensed Engineer (PE) in the State of Colorado and/or certification as Project Management Professional (PMP) *preferred*.

## COMPENSATION AND BENEFITS

The salary range for this position is **\$110,108 – \$172,044**  
The hiring range for this position is **\$122,397 – 152,996**

*\* New employees are eligible for a \$5,000 signing bonus; with \$2,500 paid on the first pay period, and \$2,500 paid upon successful completion of the 6-month introductory period.*

*\* This position is eligible for remote/hybrid work opportunities for candidates that live within the Aurora/Greater Denver area.*

The City also offers an attractive benefit package. To learn more, go to: <https://jobs.auroragov.org/benefits>

## APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references by **Friday, February 10, 2023**. Please submit your materials to: <https://www.cpshr.us/recruitment/2094>.

For additional information about this position please contact:

**CPS HR CONSULTING**

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Resumes will be reviewed by the consultant and sent to the city for further consideration. Candidates deemed to have the most relevant qualifications will be invited to interview with the city. Media checks, and a comprehensive reference and background check will be performed on final candidates.

