

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 1182

**TITLE:** DIRECTOR, PUBLIC WORKS AND ENVIRONMENTAL SERVICES

**GRADE:** E-13

**DEFINITION:**

Under the administrative direction of the County Executive via the Deputy County Executive, plans, organizes, and directs the activities of the Department of Public Works and Environmental Services, which is comprised of five business areas: Stormwater, Wastewater, Solid Waste, Capital Facilities, and Land Development Services; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This class serves as the Director of the five business areas that comprise the Department of Public Works and Environmental Services. The Director, Public Works and Environmental Services class is exempt from the County's merit system under Article 4, Subsection 15.2-821 of the Code of Virginia and Section 3-1-2(b)(1) of the Merit System Ordinance.

**ILLUSTRATIVE DUTIES:**

*(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position description.)*

Oversees development of business strategies which further the strategic objectives of DPWES and link with those of the County;

Ensures the development of environmentally and fiscally sound policies, codes and practices;

Represents DPWES with the Board of Supervisors, County Executive, Deputy County Executive, other agencies/departments, and with other local, state and federal entities;

Monitors and ensures achievement of the overall department's performance against performance targets established by the County Executive;

Fosters and promotes the development of a workplace culture based on collaboration, mutual respect and responsibility;

Ensures that all DPWES business areas and divisions create and promote a strong culture of safety awareness and compliance;

Provides direction and counsel to the Deputy Directors and Division Directors on strategies, operational issues, and fiscal management.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

*(The knowledge, skills and abilities listed in this specification are representative of the class but are not an all inclusive list.)*

Thorough knowledge of the technical aspects of the public works and environmental services business areas;

Thorough knowledge of the local, state and federal regulations relating to the public works and environmental services business areas;

Ability to foresee and plan for emerging trends and directions in technology, safety and environmental regulatory requirements, fiscal constraints and emergency and disaster preparedness;

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Ability to solicit input and gain support from a broad spectrum of stakeholders, including DPWES management and staff, other Fairfax County agencies, citizens, special interest groups, county executive management and board of supervisors;

Ability to perceive organizational and political realities, and to effectively drive strategy through complex political situations;

Ability to recognize, foster and develop technical and leadership ability in subordinates;

Ability to build commitment at all levels of the organization to the goals, values and strategies of the department and the County.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to the following:

Graduation from an accredited college or university with a bachelor's degree in engineering, urban and regional planning, business administration, public administration, or a related field;

PLUS twelve years of progressively responsible public works and/or environmental services management experience, five years of which must have been in a supervisory capacity.

**CERTIFICATES AND LICENSES REQUIRED:**

None.

**NECESSARY SPECIAL REQUIREMENTS:**

None.

REVISED ES:	August 13, 2011
REVISED:	June 15, 2009
RETITLED/REVISED:	March 5, 2004