



Assistant City Manager – Utilities & Capital Projects

Imagine waking up each day with the thrill of shaping a vibrant city’s future - join our dynamic City team and turn your talents into impactful solutions that transform lives!

The City of Fredericksburg is seeking an experienced and highly motivated professional to be the City’s new Assistant City Manager – Utilities & Capital Projects.

Located 47 miles south of the Nation’s capital and 53 miles north of the State capital, the City of Fredericksburg is a growing community – in the fastest growing region in the Commonwealth of Virginia. Working for the City of Fredericksburg is an opportunity to make a meaningful difference in the lives of others. It is also an opportunity to have a hand in the development of a city that maintains its community values, while meeting community needs as it grows. The City team is committed to facilitating Fredericksburg’s continued progress in building an exceptional place to live, work and raise a family.

Position Description: This newly created position will report to the Deputy City Manager for Operations. Under administrative direction, performs highly responsible managerial and administrative work in assisting the City Manager and Deputy City Managers in the coordination, organization, and direction of City programs, services, and resources.

This position will oversee the City’s Public Utilities department. The position is also responsible for the oversight of the City’s capital improvements program, including both managing and executing various projects directly and providing oversight and guidance to others. This position is a key member of the budget team, and assists the Finance Department in the preparation of the City’s annual capital improvements program.

Ideal Candidate Profile: The new Assistant City Manager – Utilities and Capital Projects must exhibit exceptional strategic planning and project management skills, with a proven ability to oversee complex infrastructure projects. The ideal candidate should excel at building collaborative relationships with City officials, department heads, and community stakeholders. They should provide a strong commitment to public service, ethical governance, and community engagement, along with a proven track record of innovation and efficiency in public sector operations.

Education, Experience and Credentials: Applicants should have any combination of education and experience equivalent to a four-year degree from an accredited college or university with major course work in civil engineering, business administration, public administration, or related field. A minimum eight (8) years’ progressively responsible public administration

experience. Applicants should have a certification as a professional engineer recognized by the Commonwealth of Virginia (or ability to obtain within six months from date of hire) with a concentration in civil engineering.

A Certification as a Project Management Professional (PMP) is also a plus.

Invitation: Come be part of a knowledgeable and amazing work team committed to excellence in serving a thriving and growing community and the commitment to the [City's Core Values](#). The City's hiring range for this position is expected in the \$160,000 - \$180,000 range depending upon qualifications and experience. The City of Fredericksburg provides relocation assistance for this position.

The City also has a competitive benefits package, featuring generous annual and sick leave, health insurance and membership in the Virginia Retirement System.

Please complete a City employment application, attaching a cover letter and a resume, on the City's website at <https://www.fredericksburgva.gov/Employment>.

First review will occur on **Friday, September 7, 2024**, and the position will remain open until filled.

The City of Fredericksburg provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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