



CITY OF OREM

HUMAN RESOURCES

Office	Job Hotline	TDD	FAX
229-7186	229-7170	229-7186	229-7306

DEVELOPMENT SERVICES DIRECTOR

OPENING DATE: December 11, 2018

CLOSING DATE: January 4, 2019

DUTIES: The Development Service Director is an executive management position working under the general direction of the City Manager. The Development Services Director is responsible for all activities, programs and services of the Development Services Department. These functions include planning, zoning, engineering, building safety/inspections and facilities maintenance. This position is responsible for providing leadership for the department, budgeting and responding to inquiries from the public, citizen groups, City Council, Planning Commission and business organizations in providing information, advice and facilitating resolutions to issues, concerns and problems. Work may require exposure to stressful circumstances, including the meeting of deadlines and other stressful work conditions. The position is also required to perform other duties as assigned.

QUALIFICATIONS: Requires a Bachelor's Degree with major course work in public administration or related field, plus seven (7) years progressively responsible management experience. Equivalent experience may be substituted for education. Master's Degree in a related field preferred. AICP Certification preferred. Required to maintain a valid Utah Driver's License. Must pass a criminal background check and drug test as a condition of hire.

SALARY: The salary range for the Development Services Director is \$101,204 annually to \$151,806 annually. This position is FLSA exempt and is "At-Will." Hiring salary offered will depend upon qualifications and relevant experience. Any future increase in salary will depend upon performance, market conditions and the City's compensation plan.

APPLICATIONS: Those interested in applying should submit their application to the Human Resources Office on or before January 4, 2019, at 5:00 p.m. ONLY THE INFORMATION ON OR ATTACHED TO THE APPLICATION WILL BE USED FOR SCREENING PURPOSES.

The Human Resources Office will make efforts in the application process to accommodate disabled applicants. If you have special needs, please call 229-7186. Applications have been classified as private and will be held confidential.

**THE CITY OF OREM IS AN EQUAL OPPORTUNITY EMPLOYER
56 NORTH STATE STREET OREM, UTAH 84057**