



DANIA BEACH
SEA IT. LIVE IT. LOVE IT.

**DEPUTY DIRECTOR
PUBLIC SERVICES**

JOB SUMMARY

Under the general supervision of the Public Services Director, the Deputy Director plays a key role in planning, organizing, and overseeing departmental activities, including capital improvement project management. The position supports or serves in place of the Director when necessary and provides expertise in areas such as engineering, infrastructure planning, stormwater management, water treatment, sewage collection, roadway improvements, and landscape maintenance.

Responsibilities include reviewing site plans, plats, and permits for compliance with City codes, offering guidance to design professionals, preparing staff reports, and collaborating with local, state, and federal agencies, such as Broward County, FDOT, and SFWMD. The role also addresses unique engineering and construction challenges, contributing to the execution of the City's infrastructure and development goals. This is an excellent opportunity to advance your career and make a meaningful impact on the City's growth.

JOB DESCRIPTION

- Review site plans, plats, and building permits for compliance with drainage, paving and grading, water, and sewer requirements.
- Supervise the work of division supervisory staff and work teams; assign work activities, projects, and programs; monitor work flow, schedule, and budget; coaches, motivate, monitor, correct, and evaluate performance; develop and implement staff training programs and plans, particularly in employee safety; recommend employee recognition, discipline, and termination
- Oversee, participate, and manage the development of Capital Improvement Program budgets; participate in the forecast of expenses and additional funds needed for staffing, consultants, equipment, materials, and supplies; administer the approved budget and capital improvements program.
- Draft memorandum, letters, and other forms of correspondence; prepare various reports, presentations; and report/present findings to Public Services Director, City Manager, City Commission, Committees, Developers, and members of the community.
- Respond to and meet with property owners, homeowner groups, business districts, and the public; meet and negotiate with various regulatory agencies; represent the City as a witness in legal actions.
- Manage special programs and coordinate engineering assistance to other departments.
- Participate in City Commission meetings and other community meetings, as required.
- Perform related duties as directed when such duties are a logical and appropriate assignment to the position.



ABOUT DANIA BEACH

MISSION

We provide excellent municipal services in a financially sound and environmentally sound manner. We provide outstanding customer service, and work in partnership with our community.

VISION

Dania Beach is a special place in South Florida. Our hometown feeling, world-class beach, unique beauty, sense of personal safety, vibrant activity centers – sense of place, great neighborhoods, thriving business community and strong local economy, and parks and leisure opportunities for all.

VALUES

Respect, Integrity and Standard of Excellence (R.I.S.E.).



The City of Dania Beach was incorporated in 1904 as Broward's first city. The 8.1 square-mile coastal city is located immediately south of the Fort Lauderdale-Hollywood International Airport, Port Everglades, and the Broward County Convention Center.

Dania Beach operates under a commission-city manager form of government and provides services its residents. The city manager is the chief executive officer and is responsible for executing the policies and programs adopted by the City Commission.

The projected Fiscal Year 2024 General Fund Budget is \$ 74,083,256. The City has approximately 200 team members.

The city's population is approximately 32,000 with a median household income of \$47,135 and about 16,000 housing units.





EMPLOYEE BENEFITS

FISCAL YEAR 2024-2025



HEALTH BENEFITS

- Medical, dental, vision, and pre-tax flexible spending account (FSA) coverage for the whole family
- City-paid life insurance, short and long-term disability plans
- High deductible health plan option with city-paid health savings account (HSA)
- Flexible spending account (FSA) available
- Medical benefit opt-out payment option (in addition to base pay)
- Voluntary pet insurance
- Mental health support (FY 24/25)*
- Many other voluntary benefits



FINANCIAL PERKS

- Annual base salary increases upon approval.
- Florida Retirement System (FRS) pension plan *
- Deferred compensation 457(b) with a 3% city match*
- FICA alternative: Part-time positions do not pay social security. Money is deposited into a portable retirement account.*
- City-subsidized health insurance upon regular retirement
- City-paid credit protection
- Qualified loan forgiveness employer



PAID TIME OFF

- 12 City paid holidays *
- One floating holiday
- Sick and vacation leave *
- Cash-out option for vacation leave *
- Personal days and safety day
- Religious day conversion
- Family care days
- Volunteer time

AND MUCH MORE

- Supportive workforce and management team
- Hybrid work schedule (select departments and positions)
- Professional development
- Tuition reimbursement
- Free gym membership
- Summer child care discounts

Benefits may vary by type of position and status

* Includes part-time positions

JOIN OUR DANIA BEACH TEAM!



APPLY NOW



954.924.6819



daniabeachfl.gov/careers

MINIMUM REQUIREMENTS

- Bachelor's Degree in Civil Engineering or a closely related field.
- Minimum of six (6) years of increasingly responsible municipal engineering experience.
- Minimum two (2) years of supervisory experience along with substantial experience in managing public works capital improvement programs, transportation engineering, and development planning.
- Must hold a current State of Florida Professional Engineering (PE) license.
- Possession of a valid driver's license with an overall good driving record is required. If the driver's license is out of state, must be able to obtain a Florida driver's license within thirty (30) days of the hire date.

DESIRED REQUIREMENTS

- Eight (8) to ten (10) years of increasingly responsible municipal engineering experience.
- Four (4) to six (6) years of supervisory experience along with substantial experience in managing public works capital improvement programs, transportation engineering, and development planning.

COMPENSATION AND BENEFITS

The pay range is \$101,398.75 - \$153,054.50. The actual salary will be market competitive depending upon the experience and qualifications of the successful candidate, and other internal factors.

The City offers a comprehensive benefits package for employees. For detailed information regarding benefits, visit www.daniabeachfl.gov/careers.

HISTORY

Dania Beach boasts a rich history and exudes a vibrant presence. Originally known as Modello, this city traces its roots back to the late 19th century when it became a hub for tomato farming and the Florida East Coast Railway. When the town was incorporated in November 1904, its 35 residents, most of whom were Danes, changed the name to Dania this played a pivotal role in its development.

Today, Dania Beach thrives as a charming coastal community, famous for its unique shops, pristine beaches, and the iconic Dania Beach Pier. Its historic district preserves the city's heritage, inviting visitors to explore its past while enjoying modern amenities and picturesque coastal beauty.

HOW TO APPLY

Submit a completed employment application and resume online at:
www.governmentjobs.com/careers/daniabeachfl



RESPECT, INTEGRITY,
STANDARD OF EXCELLENCE

WWW.DANIABEACHFL.GOV