

HAINES BOROUGH
HAINES, ALASKA

PUBLIC NOTICE

REQUEST FOR PROPOSALS

DIRECTOR OF PUBLIC FACILITIES



The Haines Borough is accepting letters of interest and proposals from individuals or consulting firms capable of performing the duties of a full-time Director of Public Facilities. This request for proposals can be met by a proposal of in-house employment services or on a contractual basis. This position will work at the direction of the Borough Manager and be responsible for supervising facility management, capital project management, and contract administration as well as other duties as assigned.

Qualification Requirements: 1) Bachelor's degree in architecture, civil engineering, construction management, or related disciplines is preferred; 2) three years project management experience working in the commercial and /or public sector construction industry including knowledge and experience with value engineering; and 3) two years experience with budget and cost control methods. Other combinations of education and experience may be considered. 4) Three years of facility maintenance experience in a lead role.

Compensation: Compensation is negotiable and is dependent upon qualifications and experience. A thorough reference check will be conducted.

Proposals: Proposals shall include a one page cover letter, a resume of relevant work experience including at least 10 years of cumulative work history, a list of three personal references, and a list of three work references who can speak to your qualifications and performance history.

Application Deadline: Monday, February 2, 2009 or, thereafter until filled.

Interested Parties should submit proposals, via mail, fax, or email a letter of interest, a resume, or proposal document. The job description may be found at www.hainesborough.us or by contacting:

Julie Cozzi, Borough Clerk
P.O. Box 1209, Haines, AK 99827
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