

CITY OF HACKENSACK

JOB OPENING ANNOUNCEMENT

Title: Superintendent of Public Works

Department:	Department of Public Works	Salary Range:	\$80,000 - \$160,600
Date Posted:	10/01/2026	Position:	Full-Time, Non-Contractual
Post Expires:	Until filled	Shift:	Monday-Friday 7am to 3pm

Application Process:

Please email a copy of your resume to Cassandra Seshadri, Personnel Director, at apply@hackensack.org

Job Description

ROLES AND RESPONSIBILITIES

The Superintendent shall serve as the Department Head for Public Works, including all administrative and supervisory duties in planning and organizing the installation, maintenance, and repair of various public works facilities.

- Oversees the repair and maintenance of streets, sewers, public buildings and places, wastewater, public parks and Green Acres, shade tree, sanitation and recycling, motor vehicles, and all other public works departments.
- Provides assignments and instructions to approx. 10 supervisors and 80 employees, and supervises their work.
- Issues recommendations to superiors concerning disciplinary measures, promotions, grievances, and other departmental matters.
- Prepares a departmental budget of approximately \$6.2 million, and executes/plans for the effective utilization of available funds, personnel, equipment, materials and supplies.
- Maintains cooperative working relationships with contracting, engineering, and manufacturing representatives, as well as State agencies.
- Prepares reports as needed and maintains essential records for the department.
- May perform other similar duties as needed.

EXPERIENCE AND EDUCATION REQUIREMENTS

Must have five (5) years of supervisory experience in construction, maintenance, and repair of streets, sewer, water, sanitation, or other public work facilities. Please note completion of college level credits in engineering courses at an accredited college or university may be substituted for up to two (2) years of experience.

LICENSE AND CERTIFICATIONS:

Appointees must have a current certification as a Certified Public Works Manager (CPWM) issued by the NJ Department of Community Affairs.

Appointees will be required to possess a driver's license valid in NJ, CDL a plus.

REQUIRED SKILLS AND ABILITIES (INCLUDED BUT NOT LIMITED TO)

- Knowledge of the methods used to run public works construction and maintenance projects.
- Ability to prepare a large-scale budget, track purchases, and review bid specifications.
- Knowledge of processes used in the construction, maintenance, and repair of streets and sewers.
- Capable of overseeing and coordinating multiple public works projects.
- Capable of supervising and evaluating a large staff.
- Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties required.

This is a full-time, non-contractual position which includes health benefits, generous PTO, and enrollment in the State Pension Plan upon permanent appointment.

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