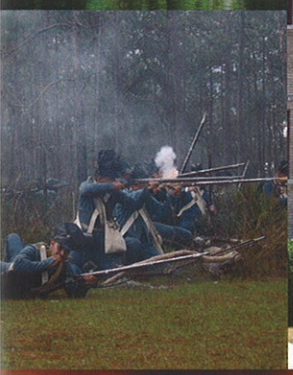
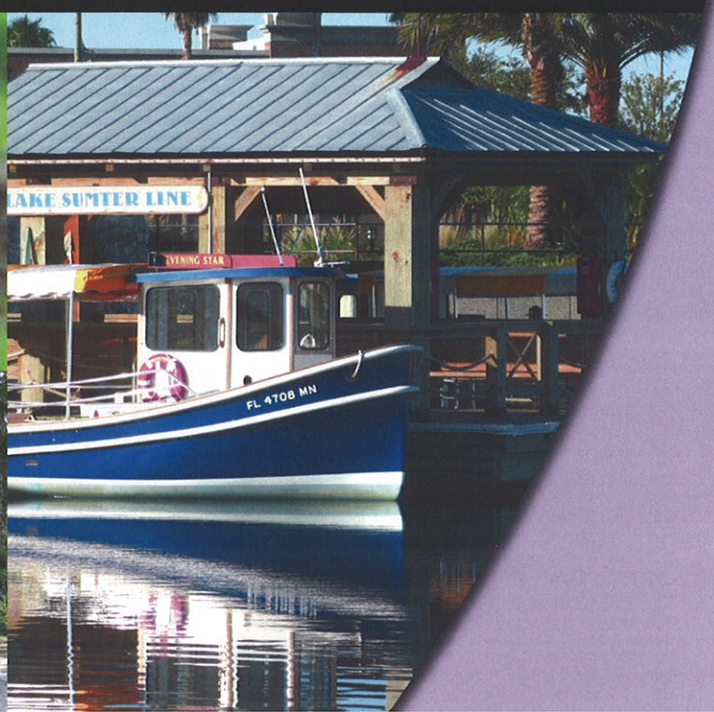


SUMTER COUNTY, FLORIDA

INVITES YOUR INTEREST IN THE POSITION OF

PUBLIC WORKS DIRECTOR



BOB MURRAY & ASSOCIATES
EXPERTS IN EXECUTIVE SEARCH

Located halfway between Tampa and Orlando, Sumter County is one of Florida's best kept secrets.

THE COMMUNITY

Sumter County (population 95,304) is one of Florida's best kept secrets. Situated halfway between Tampa and Orlando, the County is located at the "Crossroads of the Real Florida" where I-75 and the Florida Turnpike intersect. Only 60 miles north of Tampa's world famous beaches and less than an hour away from Orlando and Disney World, Sumter County is a great place to live, work and play.

Located in the heart of Florida, one of the fastest growing states in the nation, Sumter County encompasses 574 square miles, including 19 square miles of inland water. Tripling in size since the early 1990's, this rapidly growing community enjoys a relaxed lifestyle and hometown appeal. The County's commitment to planned growth provides a balance between its small-town atmosphere and the metropolitan attractions of the nearby cities of Tampa and Orlando. A portion of the premier, master-planned retirement community, The Villages, is located in northeast Sumter County. Almost one third of the County's population is seasonal.

Sumter is a paradise for the outdoorsman. The long, warm seasons allow for year-round outdoor activities including hunting, fishing, kayaking, boating, camping, horseback riding, and motorcycling. For the history buff, the area's historic past has been preserved in several of the County's numerous Florida State Parks and reenactments which occur annually. Neighboring counties offer a wide variety of additional attractions such as wineries, scenic eco-tour cruises, wildlife preserves, world-famous theme parks and beautiful, pristine beaches. Golf is the sport of choice in Sumter, which offers more than 20 municipal golf courses designed for every skill level.

Within the County, several areas with affordable housing options may be found. Higher educational opportunities are available at the Lake-Sumter Community College and other higher learning institutions in the region. The County's excellent medical resources include two medical centers and a state-of-the-art hospital located in The Villages. Residents are 90 minutes away from two major international airports.

THE ORGANIZATION

The Board of Sumter County Commissioners is the legislative and governing body of the County. Sumter County is a Constitutional County, which means that authority to operate is derived directly from the Constitution of the State of Florida and not from a locally adopted charter. The Board is comprised of five members who are elected at-large from one of five geographic areas in the County to serve four-year staggered terms. The Board selects a Chairman from among its members. The County Administrator, appointed by the Board, serves as Chief Administrative Officer of the County, and is responsible for the operational divisions of Support Services, Fire Services, Construction and Facilities Services, Community Services, Planning and Development, and Public Works. The County employs 227 full-time personnel and administers a total operating budget of approximately $170 million.

THE DIVISION

The mission of the Public Works Division is to strive for operational efficiency and sustain a commitment of excellence to ensure the protection

of public health, safety, and the welfare of the citizens of Sumter County. The Division has 65 dedicated employees and an operating budget of approximately $23 million. The Public Works Director reports to the County Administrator.

THE POSITION

The Public Works Division is comprised of four departments: Road and Bridge, Solid Waste, Parks and Recreation, and Mosquito Control. The Road and Bridge Department is responsible for the planning, design, construction, and maintenance of county roads. Responsibilities include the construction, resurfacing, and striping of county-maintained roads; right-of-way maintenance; driveway, pothole, and sinkhole/depression repairs; culvert installation; and fabrication of new roadway signs as well as repairing and replacing old and damaged roadway signs. Approximately $18 million in road projects has been budgeted for FY09/10.

The Solid Waste Department handles the transfer of all non-recyclable waste to regulated landfills for disposal. Approximately 70 tons per day are routed through the County's transfer station. The Department also provides a recycling center and coordinates the sale of recyclable materials. The Parks and Recreation Department maintains the grounds and landscaping in county-maintained parks, including those park facilities that feature sports fields and playground equipment. The Mosquito Control Department maintains mosquito control throughout the County by spraying and by treating breeding sites.

THE IDEAL CANDIDATE

The County is seeking a Director of Public Works to manage the Public Works Division. The successful candidate will be a strong leader and a strategic visionary with exceptional communication and interpersonal skills. The ability to build and maintain relationships with internal and external stakeholders, such as interlocal government agencies, FDOT, the water management district and others, is essential. Candidates should have an open, communicative management style and the ability to lead, organize, and develop a staff with diverse talents and skills. The ideal candidate will demonstrate a management style that emphasizes teamwork, participation, communication, collaboration, and team development. The new Director will be an accessible, responsive manager, who will hold staff accountable at all levels. Through strong leadership, the Director will serve as a role model, mentoring the staff by encouraging professional growth, development, and training. Strong budgetary skills are necessary. A Bachelor's Degree in Engineering, Technical Management or a closely related field is required as well as a minimum of eight years of experience in the field of public works–three of which must be at senior management level. A PE certification is preferred, and Community Development District knowledge is a plus.

The ability to build and maintain relationships with internal and external stakeholders, such as interlocal government agencies, FDOT, the water management district and others, is essential.

THE COMPENSATION

The salary range for this position is $69,676-$110,789. Specific appointment within the salary range will be based upon the knowledge and experience of the individual selected. The County offers an excellent benefits package that includes:

Florida Retirement System (FRS) – The County pays 13.12% of the employee's gross wages into one of two optional plans—Pension Plan or Investment Plan. Employees are vested after six years in the Pension Plan or one year in the Investment Plan.

Medical Insurance – Plan offers medical and dental coverage for employee and dependents. County pays full premium, less the $10 monthly employee co-pay, for employee's coverage. Dependent premiums are paid by employee. Coverage begins on 61st day of employment.

Vacation – Accrued at the rate of 5% of employee's worked (actual on-the-job) hours during the first five years, increasing to 7.5% after 10 years of service.

Sick Leave – Thirteen days per year.

Holidays – Eleven paid holidays per year.

Life Insurance – The County provides a term life insurance policy of $25,000 at no cost to the employee; additional life insurance is available.

Disability Insurance – The County provides long- and short-term disability benefits.

Continuing Education – Tuition reimbursement is available to employees.

Other Available Benefits – Deferred Compensation, Bereavement Leave, Court Leave, Military Leave, Unemployment Compensation, Workers' Compensation, Credit Union Membership, Money Savers discounts to local attractions and businesses.

TO APPLY

If interested in applying for this outstanding opportunity, please visit our website at:

www.bobmurrayassoc.com

and follow the prompt to create a profile and apply online.

Resume review will begin January 8, 2010; the position is open until filled.

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified applicants will be invited to screening interviews with Bob Murray and Associates. A select group of candidates will then be asked to provide references upon determination that they may be recommended as finalists; references will be contacted only following candidate approval. Final interviews will be held with Sumter County staff. Candidates will be advised of the status of the recruitment following the selection of the Director. Questions regarding this recruitment may be directed to:

Ms. Renee Narloch
reneen@bobmurrayassoc.com
850-391-0000

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