

Title**Job Description**

Deputy Commissioner of Parks

The Town of Islip is seeking a Deputy Commissioner for the Parks Department. The candidate is expected to work assisting the Commissioner with implementing policies and procedures for the Parks Department; Developing, operating and maintaining Parks Department assets and properties; Managing and directing facilities construction and repair; Overseeing RFP and bidding processes and awards; Assist in the supervision of subordinate personnel in their performance; Develop, implement and oversee cash collection operations, procedures and policies.

Required Qualifications: Candidate must have 10 or more years of experience in construction/maintenance of municipal buildings and grounds; all phases of development of municipal facilities from design and planning through construction and completion; managing contracts from concept to conclusion; the RFP process and bids/procurement; maintaining compliance with the Department of Health rules and regulations; managing municipal personnel including but not limited to ADA compliance, prevailing wage etc.

Interested candidate must forward a cover letter, resume and salary requirements to:
Fax (631)224-5771 or Email Personnel@islipny.gov

The Town of Islip does not discriminate in employment practices because of race, creed, color, national origin, sex, disability, marital status or arrest record.