

Town of Denmark is Seeking Letters of Interest for Highway Superintendent

The Town of Denmark is seeking qualified candidates for the position of Highway Superintendent. The Salary for this position is \$55385.00 annually. The applicant must be a legal resident of the United States, a resident of the Town of Denmark, Minimum Age of 18. The Town Board will appoint the candidate to the Highway Superintendent until December 31, 2024. The appointee will have to seek election in the November 2024 General Election to complete the current term of the existing Highway Superintendent which expires on December 31, 2025. The Highway Superintendent is responsible for maintaining cost within budget, the supervision of the Town of Denmark Highway Employees in all facets of the position, which include but is not limited to, maintenance of roads, maintenance and repair of town owned equipment, delegation of tasks for the upkeep of town owned property.

Proficiency in fundamental computer skills is essential for the successful candidate, enabling them to utilize computers for payroll, submitting local and state reports & forms, communicating budget and monthly reports to the Town Board. The selected individual will be expected to work closely with other local governments and New York State Department of Transportation as we utilize shared services. Knowledge of NY State programs such as CHIPs, POP, PAVE NY & EWR are a plus, but not required.

Additional duties could include overseeing Denmark Water District #1 to include but not limited to; Obtaining Class C Water License, Meter Reading, Conducting and Monitoring Water Sampling as required by NY State Department of Health, and servicing & repairing any issues that may arise with regards to water lines.

Letters of Interest must be submitted to Town of Denmark Clerk, 3707 Roberts Rd, Carthage NY 13619, by October 12, 2023, at 4 PM.