



Street Operations Manager
Georgetown Business Improvement District
Washington, D.C.

The Georgetown Business Improvement District (BID), in Washington, D.C., seeks to fill the position of **Street Operations Manager**. The Georgetown BID is in its 9th year of operations and has the responsibility for managing and maintaining the physical aspects of public space within the boundaries of the BID district.

Position Summary

The **Street Operations Manager** will be responsible for the day-to-day operations and management of all the street services provided by the Georgetown BID. The successful candidate will work closely with key city agencies and utilities responsible for the maintenance and up keep of our sidewalks, streets and utility infrastructure. The BID is a 7day a week operation and thus the job requires some schedule flexibility. The **Street Operation Manager** will require both administrative work and street presence throughout entire year. He/She will report to the Deputy Executive Director of Operations.

The Ideal Candidate - Background and Skills

- Prior experience in one or more areas: construction, property and/or facilities management
- Possess strong communication, managerial, organization, and supervisory skills
- Experience in collaborating and communicating with local government agencies and utilities.
- Experience in managing contract employees in a 365 day-a-year operation
- Strong ability to prioritize and manage multiple projects and solve problems in a timely fashion

- Strong computer skills including Microsoft Word and Excel.

Responsibilities

- Daily supervision of 12 member contracted Clean Team
- Inventory control of street services supplies and equipment
- Develop and maintain database for inventory of street assets and track repair issues
- Evaluate and upgrade current street service and pilot programs
- Implement and oversee maintenance of sidewalk and street assets
- Represent the organization as needed

Experience: Five or more years of supervisory experience in similar or related field

Salary: up to \$50,000 commensurate with experience

Application Requirements: All resumes must be accompanied by a cover letter specifying skills, reason of interest in this position and notable abilities that best describe the candidate's outstanding qualifications for this position.

Resumes not accompanied by a cover letter will not be considered.

Information on the Georgetown BID is available at www.georgetowndc.com

The Georgetown BID is an Equal Opportunity Employer.

Applicants must be received by February 29th, 2008

Send all Resumes to jbelle@georgetowndc.com