



CITY OF KALONA

Public Works Director

Job Posting | May 2026

Position: Public Works Director

Department: Public Works

Salary Range: \$60,000 + Commensurate with Work Experience and Qualifications

FLSA Status: Non-Exempt

Reports To: City Administrator

Application Deadline: Open Until Filled

ABOUT THE CITY OF KALONA

The City of Kalona (pop. 2,638) is a vibrant community in Washington County, Iowa, known as the heart of Iowa's Amish Country. The City operates a full suite of municipal services including streets, stormwater, parks, cemetery, and public facilities, with water and wastewater plant operations managed under a contracted services agreement with ION Environmental Solutions. The City is in the midst of several significant infrastructure investments, including a major lagoon rehabilitation project and ongoing capital improvements across its utility systems. Kalona offers a strong community identity, active civic engagement, and a small-city environment where every employee makes a visible difference.

THE OPPORTUNITY

The City of Kalona is seeking a motivated, hands-on Public Works Director to lead day-to-day public works operations. This is a working supervisory role requiring direct participation in field operations alongside staff. The Director oversees streets, stormwater, parks, cemetery, and municipal facilities, while serving as the City's primary liaison to ION Environmental Solutions, the contracted operator for water and wastewater plant operations. The Director also coordinates land management activities with Washington County Conservation under the City's 28E service sharing agreement.

KEY RESPONSIBILITIES

- Provide direct, daily supervision of public works staff and field crews; lead by example in the field on a regular basis.
- Oversee maintenance and repair of City streets, stormwater infrastructure, parks, cemetery, and municipal facilities.
- Assess and coordinate repair of water main breaks, sewer main failures, and underground utility emergencies; operate sewer jetter, street sweeper and heavy equipment including skid loader, backhoe, road grader and snowplow.
- Serve as the City's day-to-day liaison to ION Environmental Solutions for water and wastewater plant operations; monitor contract performance and escalate concerns to the City Administrator.
- Coordinate land management and natural resource activities with Washington County Conservation under the City's 28E agreement, including wetland, prairie, and forestry maintenance.
- Manage infrastructure improvement projects including contractor coordination, site access, and construction oversight.
- Assist in providing input on the annual Public Works operating budget and five-year capital improvement plan.
- Maintain compliance with OSHA safety requirements and City safety programs; respond to after-hours emergencies.
- Attend City Council meetings as requested and provide technical recommendations and project updates.

QUALIFICATIONS

Required:

- High school diploma or equivalent; minimum five (5) years of public works or related experience with at least two (2) years in a supervisory or lead role.
- Demonstrated hands-on proficiency operating heavy municipal equipment and ability to assess and respond to water main breaks and underground utility emergencies.
- Iowa Water Distribution Grade II certification or ability to obtain; Certified Pool Operator (CPO) certification.
- Valid Iowa Commercial Driver's License (CDL), must possess or obtain within 180 days of hire.

Preferred:

- Associate's or Bachelor's degree in civil engineering technology, construction management, public administration, or related field.
- Working knowledge of wetland management, native prairie restoration, or urban forestry; experience working with a county conservation or natural resource agency.
- Experience managing or coordinating with contracted utility operators or service providers.

COMPENSATION & BENEFITS

The salary range is \$60,000 + Commensurate with Work Experience and Qualifications. The City of Kalona offers a competitive benefits package including:

- Health and dental insurance, City pays 90% of employee premium | 75%/25% for Spouse & Children.
- Iowa Public Employees' Retirement System (IPERS) enrollment
- Vacation leave, sick leave, personal leave, and 10 observed holidays plus one floating holiday
- Cell phone or stipend; uniform allowance; professional development and certification fees paid
- Overtime compensated at 1.5x comp time (up to 240-hour bank)

HOW TO APPLY

Submit a completed resume and cover letter to:

For a full job description go to www.cityofkalona.org.

Ryan Schlabaugh, City Administrator

City of Kalona

511 C Avenue - PO Box 1213

Kalona, Iowa 52247

Phone: 319-656-2310 | Email: rschlabaugh@cityofkalona.org

This position is open until filled. The selected candidate will be subject to a pre-employment drug screen and background/driving record check. Employment is at-will per the City of Kalona Personnel Manual with a six-month orientation period upon hire.

The City of Kalona is an Equal Opportunity Employer.