

Christine M. Clancy, P.E.

██████████ North Chelmsford, MA 01863 | ██████████ | ██████████

March 17, 2022

Jeanne Parziale, Director
Human Resources
50 Billerica Road
Chelmsford, MA 01824

Dear Ms. Parziale:

I write you to express my interest in the open Director of Public Works/Facilities position with the Town of Chelmsford. Throughout the past sixteen years I have gained experience working directly for, and as a consultant to, urban municipalities in both technical and managerial positions. I am particularly interested in this position because I have been a Chelmsford resident for the past nine years and I believe my current position with the City of Lowell mirrors the responsibilities of the open Chelmsford DPW Director position in many aspects, allowing me to effectively understand the needs and goals of Chelmsford.

I am currently employed as the DPW Commissioner for the City of Lowell, leading a department of approximately 150 employees across 10 divisions and managing an annual DPW operations budget of approximately \$18 million. Prior to joining the City of Lowell, I worked for Kleinfelder, an international design, construction management, engineering, testing, geotechnical, and environmental company, managing and designing urban utility infrastructure projects. The managerial and technical experience I gained while working for Kleinfelder has helped me with the implementation of infrastructure projects in my current position with the City of Lowell.

As Lowell's DPW Commissioner, I am responsible for the maintenance and repairs of the public buildings within the City of Lowell, and I would consider myself prepared for taking on similar responsibilities in the Chelmsford Director of Public Works/Facilities position. Working closely with the Lands and Building Deputy Commissioner and the Lowell Public Schools Facilities Department, I have made it a priority of the DPW to not only maintain, but improve the facilities with the limited resources provided to the DPW. While there are many additional facility improvements remaining to be made, tremendous improvements have been executed within the City buildings and particularly within the public school buildings over the past few years of my tenure as the DPW Commissioner of Lowell.

I welcome the opportunity to help the Town of Chelmsford continue to not only maintain, but improve its infrastructure and to resolve any future challenges that the Town may face. I can be reached by phone at ██████████ or via email at ██████████ to further discuss my application. I look forward to hearing from you.

Very truly yours,



Christine Clancy, P.E.
Enc: Resume