

ROAD MAINTENANCE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS:

This is skilled construction work involving responsibility for planning, assigning, and directing workers in the construction and maintenance of roads and bridges. Engineers are available for consultation on unusual problems. Work is reviewed through inspection and reports. The class is distinguished from Labor Supervisor on the basis on the complexity, size and nature of the projects supervised. Work is performed under the general supervision of a Maintenance Superintendent or other higher level employee with leeway permitted as to the methods used on specific projects. Supervision is exercised over a number of equipment operators and laborers. Incumbents may be required to work hours other than the normal work week.

TYPICAL WORK ACTIVITIES:

1. Supervises and participates in the construction and maintenance of county roads and bridges;
2. Consults with the engineering staff as necessary when problems arise in construction or maintenance activities;
3. Confers with the Maintenance Superintendent or other superior on a daily basis, who outlines projects and the scope of the work;
4. Plans and assigns men and equipment to various projects to assure efficient and economical operation;
5. Supervises and participates in snow and ice control programs;
6. Requisitions materials for use on construction and maintenance projects;
7. Keeps records and makes reports concerning the supervised projects;
8. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Through knowledge of the modern methods of road and bridge construction; thorough knowledge of the tools, terminology, equipment and safety precautions of construction work; ability to read rough sketches and blueprints; demonstrated ability to plan and supervise the work of others; ability to follow complex oral and written directions; ability to keep records and make reports; reliability; mental alertness; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Four (4) years of responsible experience in road construction, one of which must have been in a supervisory capacity.

ROAD MAINTENANCE SUPERVISOR (Cont'd)

SPECIAL REQUIREMENTS:

1. Candidates must possess a valid New York State Class B Commercial Driver's license at time of appointment and to maintain position. This license must contain no restrictions other than those relating to personal physical conditions. Such restrictions will be reviewed on a case by case basis for compatibility with job duties and will not be an automatic bar to employment.
2. Incumbents must obtain certification in first-aid training within six (6) months of appointment. Such certification must remain valid to maintain position.

ADOPTED: 01/01/78
REVISED: 11/23/87
04/15/14