

PUBLIC SERVICES CREW SUPERVISOR

General Statement of Duties

Performs difficult skilled work coordinating a small crew in the maintenance, construction, repair, replacement and installation of streets, storm drainage, and grounds maintenance.

Distinguishing Features of the Class

An employee in this class is responsible for leading a small crew of workers involved in maintaining or repairing streets and right of ways including patching potholes, building or repairing sidewalks, landscaping, installing or repairing storm drainage, and special construction projects. Work requires supervision over and participation in an assigned project. The employee may also operate heavy equipment associated with a particular work activity. Work is performed under the regular supervision of the Street Superintendent and is reviewed by frequent project inspections in progress to evaluate work in progress and provide specific directions as required.

Illustrative Examples of Work

Coordinates and participates in the work of a crew; assigns tasks to workers in the field and inspects work in progress.

Supervises and participates in the construction and repair of streets, potholes and utility cuts; ensures dirt, rock and asphalt are properly installed, graded and compacted.

Supervises and participates in the construction and repair of sidewalks, curb and gutter, storm sewer, or driveway pipes; sets forms; establishes grade or fall; finishes concrete; lays bricks and blocks.

Ensures compliance with safety procedures and practices; ensures compliance with all local, state and federal requirements.

Supervises and operates construction equipment such as backhoe, track loader, roller, bobcat, tamps, dump truck, track loader, motor grader; operates mowing equipment; operates various hand tools.

Supervises and participates in the replacement of landscaping damaged in construction projects; sows grass; plants shrubs; maintains grass, shrubs and trees in right of ways and Public Services complex.

Supervises the maintenance and upkeep of equipment and tools used by the crew.

Performs related duties as required.

Knowledge, Skills, and Abilities

Work requires considerable knowledge of the principles and practices of the repair, replacement and installation of streets and related structures.

Work requires considerable knowledge of the tools, materials and equipment used in the construction and repair of assigned responsibilities.

Work requires considerable knowledge of the occupational hazards and safety precautions

surrounding street construction and storm drainage work.

Work requires working knowledge of the related Town engineering specifications and environmental laws.

Employee must be skilled in the operation of heavy construction equipment.

Employee must have the ability to direct, train, supervise and evaluate subordinate personnel.

Employee must have the ability to maintain effective working relationships with supervisors, peers, subordinates and citizens.

Physical Requirements

Must be able to physically perform the basic life operational support functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, fingering, grasping, feeling, talking and hearing, and repetitive motions.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up to 20 pounds of force constantly to move objects.

Must possess the visual acuity to prepare and analyze data and figures, operate a computer terminal, and make visual inspections of small defects or parts.

Must possess the visual acuity to operate machines where the seeing job is at or within arm's reach.

Must possess the visual acuity to be the operator of trucks and other equipment.

The worker is subject to both inside and outside environmental conditions, extreme heat and cold, noise, vibration, and hazards such as proximity to moving mechanical parts, electrical current, or exposure to chemicals.

The worker is subject to atmospheric conditions such as fumes, odors, dust, mists, gases, or poor ventilation.

The worker is subject to air and/or skin exposure to oils and other cutting fluids.

Desirable Education and Experience

High school diploma and some specialized technical training in maintenance and construction work and some experience in construction work and the operation of heavy construction equipment, including supervisory experience.

Special Requirements

North Carolina Class B commercial driver's license with clearance and without restriction in the Federal Motor Carrier Safety Administration (FMCSA) Clearinghouse to immediately perform FMCSA Safety Sensitive duties as a DOT regulated Driver under 49 CFR parts 382 & 391.

Additional Information

This position is classified as safety sensitive per the Town's Personnel Policy.

Fair Labor Standards Act (FLSA) Status

Non-Exempt

2021