

STREET MAINTENANCE SUPERINTENDENT

NATURE OF WORK

This is supervisory work in the maintenance and repair of the municipal street and related systems.

The position of this class is responsible for planning, organizing, directing, and evaluating the maintenance and repair of city streets, alleys, bridges, neutral grounds, and related thoroughfares. Supervision is exercised directly over a large force of maintenance workers and equipment operators. Work is performed under general direction, and the incumbent is allowed considerable independence and initiative in accomplishing program objectives and in performing operational duties. Work is reviewed by the Mayor through conferences, complaints, and reports and general observation.

ILLUSTRATIVE EXAMPLES OF WORK {Employees of this classification must be able to perform the following. Physical and mental tasks related to these functions will be required. The following examples do not contain every task that could be reasonably assigned. The absence of a specific task here does not imply the task cannot be assigned if related to the nature of work, a logical assignment, or a business necessity.}

Plans, organizes, directs, and evaluates a continuing maintenance repair program for the municipal street system.

Plans, schedules, assigns, directs, and evaluates the work of subordinates engaged in the maintenance, repair and cleaning of streets, alleys, sidewalks, culverts, and other public facilities; advises and trains subordinates as required; conducts field inspections of work performed.

Receives phone calls on emergency or other repairs to be made.

Recommends priority of streets to be maintained; determines methods and materials to be used.

Orders material and initiates requisitions; assists in the preparation of equipment and material specifications.

Prepares and maintains payroll and personnel records and reports.

Performs related work as assigned.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS

Considerable knowledge of methods, materials, and equipment employed in the maintenance, and repair of streets, alleys, bridges, and grounds.

Knowledge of supervisory practices and procedures related to street and related maintenance.

Some knowledge of current literature, sources of information, trends, and developments in the repair and maintenance of municipal street systems.

Ability to plan and implement a comprehensive and effective maintenance program for a large street system.

Ability to plan, schedule, assign, direct and evaluate the work of a large group of employees.

Ability to establish and maintain effective working relationships with city officials, employees, and the public.

Ability to express ideas effectively, orally, and in writing.

TRAINING AND EXPERIENCE REQUIREMENTS

Three years of experience in the maintenance and repair of streets, including supervisory or lead worker experience; or substituting course work or training in street or related maintenance, or supervisory practices for up to one year of the experience.