

JOB DESCRIPTION

Street Superintendent

- Assists in the maintenance and repair of vehicles and equipment.
- Utilizes computer system for work orders, time management, reports, presentations, asset management programs, and other correspondence as required
- Performs skilled and semi-skilled construction maintenance and labor work as needed.
- Oversees, directs and plans all street maintenance division activities.
- Performs related duties as required or assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School diploma and ten years' experience in roadway/construction management OR Bachelor's degree in Civil Engineering, Construction Management, or closely related field and five years progressively responsible experience in street construction work OR any equivalent combination of education and experience. Minimum two-years supervisory experience required.

Required Licenses or Certifications:

Possession of a valid State of Arizona driver's license. Ability to obtain a CDL driver's license Class A with air brakes and tanker endorsement within six months of start date.

Required Knowledge of:

- Thorough knowledge and experience in asphalt and concrete repairs, grading and drainage systems, storm drain systems, traffic signal systems, or related work.
- Knowledge and experience of building and construction codes, contract negotiation and administration, project management and supervision.
- Knowledge and experience in employee evaluations, training and development, and hiring and disciplinary procedures.
- Knowledge and Experience in Municipal Budget Procedures.
- Knowledge and Experience using the Manual of Uniform Traffic Control Devices, MAG Specifications, OSHA safety rules, and other regulations.
- Skilled in mathematical concepts such as probability and statistical inference, fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Skill in applying street construction and maintenance standards and procedures, Federal and State rules and regulations, and Town policies and procedures.
- Knowledge and Experience in developing and maintaining asset management systems such as pavement, sign, and storm drain inventory management systems.
- Skill in operation of: motorized equipment—backhoe, front loader, motor grader, mini excavator, dump trucks, trailers, salt spreaders, snow plows and miscellaneous hand and power tools for maintenance, and electrical work.
- Principles and practices of administrative management.
- Principles and practices of project management.
- Principles and practices of effective employee supervision.
- Occupational hazards and safety precautions regarding equipment operations.
- Policies and regulations regarding work place safety.
- Uses and applications of personal computers and various software applications.

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Required Ability to:

- Work independently and to complete daily activities according to work schedule.
- Communicate effectively, both orally and in writing.
- Understand, follow, and transmit written and oral instructions.
- Establish effective working relationships with employees, supervisors, and the public.
- Develop and maintain effective working relationships with Town staff, contractors, vendors, suppliers and the general public.
- Supervise and direct the work of subordinate staff.
- Apply accepted practices and principles of street operations and maintenance.
- Analyze and solve complex problems.
- Maintain written records.
- Read and interpret street maps and construction plans.
- Use equipment and tools properly and safely.
- Operate heavy motorized vehicles and equipment.
- Use various power and hand tools.

Physical Demands / Work Environment:

- Frequently required to walk and stand for extended periods of time.
- Ability to frequently lift and or move up to 50 lbs.
- May occasionally lift weights up to 100 lbs.
- Ability to use hands and fingers to handle, feel, and operate objects, tools and controls.
- Ability to reach with arms and hands.
- Occasionally will climb, balance, stoop, crouch, kneel and crawl.
- Must have close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- Ability to speak and hear and communicate effectively.

Work Environment

- Frequently works near moving mechanical parts.
- Frequently exposed to outside weather conditions to include frequent exposure to heat or cold, wet and/or humid conditions, fumes, toxic or caustic chemicals.
- Frequently works in heavy traffic areas and is regularly exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.
- Noise levels in the work environment is frequently loud.

Core Values: Integrity, Teamwork, Respectful Communication, Service, Leadership, Innovation

Classification	Adopted	Revised	Retitled	Class Code / Range	FLS Designation	Step
Street Superintendent	9/2020			30	Exempt	

APPROVED: Laura Kyriakakis

DATE: 9/10/2020