

PUBLIC WORKS EQUIPMENT SUPERVISOR

Department: Public Works
Classification: Competitive
Specification Number: 3625
Approved: 2/22/24
Revised: By JG

MINIMUM QUALIFICATIONS

OPEN COMPETITIVE

Five (5) years of experience in the operation or maintenance of roadway maintenance equipment or heavy construction equipment, two (2) years of which must have been as a supervisory in a Labor Crew Leader capacity.

NECESSARY SPECIAL REQUIREMENT

Possession of Class I NY State Department of Motor Vehicle license and maintenance of said license during the term of employment in this title.

DISTINGUISHING FEATURES OF THE CLASS

The work involves supervising the operation of roadway maintenance equipment. Under general direction, an employee in this title evaluates the equipment needs of the roadway system. The incumbent decides on proper equipment for a job, for new and replacement equipment. The employee will also conduct training programs for operation of equipment and for employees. Supervision will be exercised over roadway maintenance personnel. Work is reviewed by an administrative supervisor through frequent conferences and oral and written reports. Does related work as required.

TYPICAL WORK ACTIVITIES

- Decides on appropriate equipment to be used for specific jobs and schedules equipment use;
- Supervises work crews and organizes daily work assignments;
- Trains operators in proper handling of various types of trucks and construction equipment;
- Researches needs of roadway maintenance system and submits specifications for equipment to be purchased;
- Inspects equipment for sale and reports on suitability of purchase;
- Instructs and trains employees on workplace and job site hazards and protective equipment;
- Coordinates work assignments with equipment scheduling;
- Writes reports, evaluations and recommendations on purchasing or servicing of equipment.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of types and uses of roadway maintenance equipment; thorough knowledge of the operating characteristics and maintenance requirements of all typical public works equipment; good knowledge of installation and repair of drainage systems/basins, safe demolishing of structures, roadway tree removal and large scale earth moving; good knowledge of methods and operating rules of road and ground maintenance; good knowledge of effective supervisory techniques; ability to prepare specifications for purchase and repair of roadway maintenance equipment; ability to plan, assign and supervise work of subordinates in a manner conducive to full performance and high morale; ability to understand, interpret and effectively carry out written or oral instructions; ability to express oneself clearly and concisely both orally and in writing; physical condition commensurate with the demands of the position.