

CHIEF ROAD MAINTAINER II

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class directs and coordinates the activities of road maintenance personnel engaged in road paving, pavement markings, drainage projects and highway safety activities. Work involves supervising work crew(s) and participating in the maintenance and repair of County roads to ensure that work performed is in conformance with construction standards and within established departmental guidelines and standards. This class differs from the Chief Road Maintainer I in that considerable latitude is given for exercising independent judgment regarding the deployment of personnel; ensuring that equipment needed to perform various jobs is made available to road maintenance crews; ordering materials, and in estimating costs for unscheduled and scheduled jobs and/or projects. Incumbents in the Chief Road Maintainer II classification are also assigned more complex road maintenance jobs on a regular basis. Supervision is exercised over subordinate road maintenance personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises work crew(s) and participates in paving roads, runways and parking lots, as well as the painting pavement markings for all County roads, runways and parking lots;

Supervises work crew(s) engaged in complex and large-scale drainage projects along the County road system;

Supervises work crew(s) engaged in maintaining, repairing all types of County roads; the installation, repair and removal of traffic control signs;

Makes daily site visits to ensure that work performed is within prescribed construction standards;

Trains subordinate road maintenance staff in the application of pavement markings to ensure that work is in accordance with prescribed standards;

Coordinates paving operations by calculating the tonnage of asphalt needed and cubic yards of project materials required such a sand and stone; coordinates the delivery of materials;

Ensures traffic patterns are set up and advanced warning to local officials is given when projects are planned and underway

Estimates projects by calculating the cost of materials and equipment, as well as the deployment of personnel;

Ensures work crews are provided appropriate equipment to perform jobs;

Inspects conditions of roads and reports on type and extent of repairs needed;

Investigates complaints or other hazardous conditions and directs appropriate corrective actions;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

Maintains records and reports as required;

Deploys personnel for various jobs as required;

Prepares work schedules and makes work assignments;

Works with subordinate road maintenance staff on a daily basis to ensure that work is proceeding according to plan and to resolve any problems that may have arisen;

Supervises and participates in snow removal and flood control operations;

Participates in operations in response to emergency situations;

Operates various types of motorized equipment;

Uses computer applications and other automated systems such as spreadsheets, word processing, calendar, email and database software in performing work assignments;

May perform other incidental tasks, as needed;

FULL PERFORMANCE SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, methods, materials and equipment used in the construction and repair of roads; thorough knowledge of tools, terminology and procedures involved in the repair and maintenance of heavy automotive equipment; good knowledge of the maintenance and repair characteristics of the road network within the County; good knowledge of occupational hazards inherent in construction work and the safety precautions which must be taken; ability to plan, assign and supervise the work of others in a manner conducive to full performance and high morale; ability to understand and effectively carry out written and oral instructions and to understand and interpret technical plans; ability to use computer applications such as spreadsheets, word processing, calendar, email and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential functions of the position; initiative; physical strength and agility; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A high school or equivalency diploma and six years of experience performing road maintenance work, including paving roads, parking lots and paths; installing and repairing drainage pipes, manholes, culverts and catch basins, and snow and ice control, three years of which must have been in a supervisory capacity.

SPECIAL REQUIREMENT: Must possess a New York State Drivers License appropriate to the equipment operated. If required to drive heavy motor equipment, as defined in the Commercial Motor Vehicles Safety Act, incumbents will be required to possess a Commercial Motor Vehicle License with required endorsements. Under New York State law applicants for the CDL must be 21 years old.

SPECIAL REQUIREMENT: Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.