

ASSISTANT ROAD MAINTENANCE FOREMAN

GENERAL STATEMENT OF DUTIES: Assists in the supervision of the maintenance, repair, and construction of roads; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of a higher level technical employee, is responsible for the immediate supervision of all repair projects under way and the continuing maintenance program of the municipality's road system. Independent judgment is expected to be exercised although supervision is available for consultation. Supervision is exercised over motor equipment operators, laborers and road maintainers.

EXAMPLES OF WORK: (Illustrative Only)

Assists in the supervision of the construction of gravel, macadam, asphalt, or concrete roads, curbs and sidewalks;

Assists in the supervision of the excavation, grading, drainage, and embankment projects;

Assists in the supervision of the patching and repairing of roads;

Assists in the supervision of the cleaning of ditches, culverts, and basins;

Assists in the supervision of planting of grass and flowers in recreation parks;

Assists in the supervision of the construction, cleaning and repairing of sanitary sewers;

Plans and lays out work for the maintenance crews according to priorities established;

Inspects on-going projects;

Maintains continuing inspection of going projects;

Responds to municipal emergencies;

Acts for the Road Maintenance Foreman in his absence.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of modern road construction and maintenance equipment; good knowledge of the tools, equipment and terminology used in road maintenance work; ability to understand and interpret blue prints; ability to follow written and/or oral instructions; ability to organize and lay out work for others; dependability; initiative; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) graduation from high school or possession of a high school equivalency diploma and two years of experience in the construction and maintenance of roads; or (b) six years of experience in the construction and maintenance of roads; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: Possession of a valid license to operate a motor vehicle in New York State at time of appointment.