

Street Supervisor

Summary:

Under general supervision, the Supervisor of Street Maintenance provides direct supervision and oversees the daily activities of employees assigned to street maintenance related activities and operates a comprehensive street and drainage infrastructure maintenance program.

Essential Duties and Responsibilities:

1. Supervise, work with, assist, and coordinate work crews performing both skilled and unskilled work for street maintenance operations.
2. Implement operational activities to meet goals in the division annual work plan, yearly street inventory, annual segment of the 5 year street maintenance plan and street sweeping procedure.
3. Supervise, direct and evaluate assigned staff, processing employee concerns and problems, directing work, counseling, disciplining and completing employee performance appraisals.
4. Inspect equipment to ensure scheduled maintenance and operating procedures are followed, reporting malfunctions to appropriate fleet service supervisor.
5. Operate the work order system that tracks efficiency, effectiveness and cost of maintenance projects. Prepare or complete various forms, schedules, work orders, work estimates, or other documents.
6. Communicate with management, co-workers, vendors, customers, the public, and other individuals as needed to coordinate work activities, resolve problems.
7. Operate trucks of various sizes and weighs in the loading, hauling and unloading of various equipment, materials, and supplies.
8. Operate trucks and construction or power equipment, such as mechanized broom, backhoe, man-lift, dump truck, motor grader, front-end loader
9. Operate small equipment and tools to maintain street and utility system
10. Perform other duties as assigned.

Qualifications:

- Graduation from high school or GED equivalent, at least four (4) years' experience involving the use of medium and heavy equipment related to street maintenance; supervisory experience
- While performing the duties of this job, the employee regularly works in outside weather conditions. The employee works a forty (40) hour week along with a rotating weekend (on-call) schedule.
- Valid Texas Motor Vehicle License; CDL License