

SUPERINTENDENT OF HIGHWAYS

DISTINGUISHING FEATURES OF THE CLASS: This is administrative and managerial work of a complex nature which involves responsibility for planning, developing and effecting a modern, safe and efficient County highway system. The work is performed in accordance with established laws and regulations and outlined objectives and policies, and as may be directed by the County Executive. Administrative supervision is exercised over professional and non-professional employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

Oversees and arranges for the engineering, construction, improvement, repair and maintenance of County roads, bridges, highways and sidewalks;
Makes periodic inspections of County and Town highways;
Establishes chemical and physical controls for the quality of construction materials;
Approves plans, specifications and estimates for construction, maintenance and repair of Town and County bridges;
Directs the control of shade trees, brush and weeds within bounds of County roads;
Directs and maintains a road safety control program, including the erection of signs;
Plans and directs a snow and ice control program;
Inventories and purchases machinery, equipment and materials;
Maintains records and makes reports.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of highway maintenance and construction; good knowledge of administrative procedures and techniques involved in the planning and development of large highway maintenance and construction programs; ability to plan, develop and implement a program for a modern and efficient County highway system; ability to originate new procedures, processes and techniques; ability to solve new and complex problems relating to highway maintenance and construction; ability to establish and maintain cooperative relationships; ability to effectively communicate, both orally and in writing.

MINIMUM QUALIFICATIONS:

If approved in the Unclassified Service by the New York State Department of Civil Service:
Qualifications will be determined by the County Executive pursuant to the Rockland County Charter and Administrative Code.