

SUPERINTENDENT OF PUBLIC WORKS III

DISTINGUISHING FEATURES OF THE CLASS: This is supervisory work of a difficult nature involving responsibilities for the efficient and economical functioning of a village public works department including the maintenance of streets and other public facilities as well as minor construction projects. General direction is received from the Village Board of Trustees. Supervision is exercised over a number of employees. Emergency conditions may require work at other than normal working hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises the repairing and cleaning of streets;
Supervises the maintenance of a sewage collection system, a sewage treatment facility and a water distribution system;
Supervises the maintenance of a storm system, parks and other facilities and in the removal of snow and ice and sanding of streets;
Orders supplies, maintains operating records and makes oral and written reports;
Coordinates the activities of the department with the work of other village departments and other agencies;
Supervises the collection of refuse;
Supervises the operation of various types of motor vehicles and heavy equipment;
May plan and initiate a program of preventive maintenance in the care of motor equipment and real property.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of construction and maintenance practices of streets and drainage facilities; good knowledge of water distribution and sewer system maintenance; ability to plan and supervise the work of others; ability to understand and carry out oral and written instructions; ability to prepare difficult reports.

MINIMUM QUALIFICATIONS: A Bachelor's degree or higher in Engineering and two (2) years of experience in public works maintenance and construction, one (1) year of which must have been at a supervisory level.

NOTES:

1. Technical civil engineering experience or training may be substituted for the required education on a year-for-year basis.
2. Two (2) years of construction inspection may be substituted for the one (1) year of required experience at the supervisory level.