SUPERVISOR

General Statement of Duties and Responsibilities

Under general supervision, supervises workers performing common laboring work or assisting in routine maintenance and repair work; performs related work.

Examples of Typical Tasks

Supervises the hauling, loading and unloading of equipment, materials and furniture, excavating and refilling activities, mixing and placing of concrete, and other work of a heavy nature.

Supervises snow removal, brush cutting and other work in connection with the care of grounds.

Instructs workers in the use of tools and equipment.

Supervises workers performing routine maintenance and minor repair work.

Orders and arranges for the delivery of tools, supplies, materials and equipment to job locations.

Lays out work; instructs workers in methods to be used.

Enforces agency regulations regarding safe practices.

Keeps records and prepares reports showing work performed, materials used, labor employed and time involved.

Qualification Requirements

1. Four years of recent full-time satisfactory experience as a construction laborer or in the construction, maintenance or repair of sewers, streets, highways or water supply systems, one year of which must have been in a supervisory capacity; or

2. A satisfactory equivalent.

Direct Lines of Promotion

From: *Laborer (90753) 
      Maintenance Worker (90698) 

To: District Supervisor (91325)

*For present permanent incumbents only

R 1.5.00