

LABOR SUPERVISOR

NATURE OF WORK

This is skilled supervisory work directing and participating in the work of unskilled, semi-skilled and skilled workers and/or Transportation Inspectors.

Work involves responsibility for supervising employees engaged in general labor and all levels of equipment operations in all types of work and assuming responsibility for obtaining effective and efficient performance of the tasks. Work may also involve supervising employees engaged in both field and associated office work in the inspection of public and private property. Duties also may include the operation of trucks and other mechanized equipment. Incumbents with small crews frequently participate in tasks assigned to them. An employee in this class implements and follows through on general instructions received from higher level supervisors. Work is inspected while in progress and reviewed upon completion for results obtained by a technical or an administrative supervisor.

EXAMPLES OF WORK PERFORMED

Supervises a small group of employees engaged in a variety of storm sewer maintenance work such as rodding and cleaning out of storm sewers, cleaning catch basins, and minor structural repairs to storm sewer lines and inlets.

Supervises a small group of unskilled and semi-skilled workers involved in the cleaning, repair and maintenance of city streets such as repair of broken asphalt, edging or straightening roads with asphalt; general patchwork including concrete maintenance.

Supervises the work of equipment operators and laborers performing various functions in the park system; may act as District Park Supervisor.

Supervises the work of Transportation Inspectors performing work in the inspection of public and private property.

Supervises and participates in the cutting and grading of drainage ditches in park facilities and other city property.

Supervises and participates in the digging and replacing of water lines at park facilities.

Supervises and participates in the removal of snow from city streets and other city-owned property.

Oversees contract administration of enhanced landscape areas and snow removal; reviews and updates specifications for work; administers bid and contract renewal processes.

Coordinates with the Design and Construction section and other departments on median construction and maintenance as well as enhanced landscaping projects in the public right-of-way.

Trains employees in the use of equipment and safety rules; schedules work assignments.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the use and care of tools and equipment used in the work.

Knowledge of the occupational hazards involved in the various types of work usually performed and of appropriate safety and precautionary measures required.

Knowledge of the identification of weeds common to Nebraska.

Knowledge of researching and recording legal descriptions of ownership.

Ability to understand and carry out both oral and written orders and work assignments.

Ability to plan, assign and supervise the work of a small group of unskilled and semi-skilled workers.

Ability to train employees in the use of equipment as well as safety procedures and work policies.

Ability to establish and maintain effective working relationships with subordinates, coworkers and the general public.

Skill in the use of certain types of tools and equipment normally used in the work.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent, two years of experience in construction, repair and maintenance work and six months of experience in the supervision of employees engaged in manual labor; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties

When operating equipment that falls under the Nebraska Commercial Driver's License (CDL) status, the employee is required to possess and maintain the proper license and endorsement.

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