

STREET MAINTENANCE SUPERINTENDENT

NATURE OF WORK

This is responsible technical, supervisory work in directing skilled and semi-skilled employees engaged in the operation and maintenance of citywide transportation and stormwater systems.

Work involves responsibility for assisting in the supervision and management of planning, assigning, and directing a number of crews engaged in emergency operations, construction, and environmental activities. Work includes organizing and directing emergency winter weather operations and roadway flooding response within an assigned area and overseeing citywide operations in the absence of the division manager. Work requires professional and technical knowledge of various means and methods related to operating and maintaining transportation and stormwater systems such as: incident command systems, contract management, preventative maintenance, construction and repair, and temporary traffic control and barricading, environmental compliance and ROW management. An employee in this class exercises considerable independence in developing and is responsible for implementing operational plans, programs, and strategies adopted for the division. Supervision is exercised through subordinate supervisors over a number of crews consisting of technical, skilled and professional development of all assigned subordinate employees. Work is performed under the general supervision of the Engineering Services Manager and is reviewed through conferences, completed projects, and results achieved through adherence to applicable emergency operating plans, procedures, and regulations. An employee of this class may assume the responsibilities of the division manager in their absence.

EXAMPLES OF WORK PERFORMED

Manages daily operations of district activities to ensure high levels of compliance with workplace safety, efficiency, productivity to all operating criteria.

Supervises and manages front line supervisors and skilled employees in the construction, maintenance, and repair of bridges, streets, and stormwater systems; excavating, building, and shaping of unpaved roads; street sweeping; and emergency weather responses.

Supervises and participates in developing, updating and implementing plans for rescue and recovery operations for natural or man-made emergency or disaster situations including snow removal, flood control, tornado cleanup, explosion, etc.

Coordinates personnel and equipment including emergency procurement of materials, supplies, equipment and workers from available sources.

Assists in the technical review and management of the division's operational programs such as emergency responses, construction and repair of bridges, streets, and stormwater systems, sanitation, ROW and environmental programs.

Assists in Capital Improvement Programs and operational budget recommendations and development.

Assists in developing and maintaining employee technical skills, proficiency, and safety training programs for subordinate staff.

Assists in supervision and management of professional services and support contracts.

Recommends facility design and operational modifications or changes; assists in equipment and material specification and professional service contract development and administration.

Coordinates and collaborates with other city departments and divisions regarding joint activities and efforts.

Investigates, responds to, and documents requests and complaints of accidents related to division operations or employees.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

Considerable knowledge of the principles of management and organization, as well as modern training and research techniques, methods and practices.

Considerable knowledge of materials, methods, and techniques commonly used in construction and maintenance activities and particularly of those applying to the field of specialization.

Ability to embody the Department Mission and professionally represent the City in public forums, conferences, and media.

Ability to plan, direct and supervise the work of contract, skilled, semi-skilled and unskilled personnel engaged in the maintenance and repair of bridges, paved and un-paved roads, and stormwater systems; such as snow removal, flood response, street cleaning, right of way management, drainage maintenance, road repair and facilities maintenance.

Ability to lead, coordinate and supervise the work of a large number of subordinates performing varied functions connected to asset management and to maintain a high level of discipline, productivity and morale.

Ability to develop and implement operational safety, health, emergency or other training programs to ensure employee proficiency, safety and productivity.

Ability to utilize computer technology and programs to prepare work orders and assignments for subordinate staff as well as manage public assets and infrastructure.

Ability to analyze complex administrative and technical problems and situations and to present appropriate facts and recommendations concisely in written and oral form.

Ability to interpret and apply rules, regulations, and policies in accordance with established precedent.

Ability to communicate clearly and effectively both orally and in writing, and to facilitate a

healthy and productive work environment.

Ability to establish and maintain effective working relationships with subordinates, co-workers and the general public.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent with college level course work in public or business administration, natural resources or environmental sciences, or civil, mechanical, construction or other engineering and two years of experience in a supervisory capacity; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENTS

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.

Possession of a Nebraska City Street Superintendent, Class "B" license is required within one year of appointment.

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