

Updated job description for:

ASSISTANT PUBLIC WORKS DIRECTOR

EXAMPLE OF DUTIES:

Under general direction, assists in the management of the county's road and bridge program and coordinates work scheduling, equipment maintenance and replacement, purchasing, and stockpiling of materials. To be aware of changing weather conditions for snow, ice, wind, and rain storms day and night.

Reviews work in progress to assure that specifications are being met and reviews completed work for technical soundness, quality, and compliance with contracts. Coordinates the construction and maintenance of bridge and road work, assists in recruiting work crews, trains employees in operation and maintenance of heavy construction and related equipment, and can be assigned to perform duties in any of the job categories of the Hall County Public Works Department.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

Knowledge of the operation needs of a county road department, knowledge of road and bridge construction and maintenance, and knowledge of methods, materials, and practices used in road and bridge work, including snow removal.

Knowledge of the operation and maintenance of a wide variety of specialized heavy equipment and the hazards and safety precautions involved in operating the equipment.

Skills in the safe and efficient operation and maintenance of heavy construction and related equipment.

Ability to direct the operation of a county road department, to determine full compliance with contracts, specifications, and applicable laws, complete job sheets and work reports, and do manual labor involving bending, lifting, and carrying at least 50 pounds and other similar motions.

PRE-EMPLOYMENT KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the construction and maintenance of county roads and bridges, materials and equipment used in such construction, the operation and maintenance of heavy road and bridge equipment, the hazards and safety precautions involved in operating such equipment, and applicable traffic laws.

Skill in the safe and efficient operation and maintenance of heavy construction and related equipment.

Ability to supervise county road and bridge work, read job specifications, inspect road and bridge work, and fill out work sheets and to do manual labor involving bending, lifting, carrying at least 50 pounds, and other similar motions.

SPECIAL REQUIREMENTS:

Nebraska licensed and certified bridge inspection team leader.

Licensed to operate a motor vehicle in the State of Nebraska and the ability to obtain a Class A CDL License with a tank endorsement in the State of Nebraska.

All current employees will have to obtain the required Class A Commercial Driver's License and tank endorsement.