WORKING SUPERVISOR – STORMWATER

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising and participating in the fabrication, installation, maintenance and repair of municipal stormwater conveyance infrastructure including storm piping, catch basins, and frame and grates. The incumbent plans and oversees the details of assigned work projects, and supervises public works crews and work site activities. The incumbent also directly participates in project work activities, including operating construction equipment, utilizing construction machinery and tools, and performing other manual work as needed. This position differs from that of a Maintainer in that a Working Supervisor – Stormwater has regular supervision of a public works crew, plans out assigned public works projects, and has final responsibility for the successful, efficient, and timely completion of assigned projects. The work is performed under general supervision of a higher-level public works supervisor with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over the work of skilled, semi-skilled and unskilled public works employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises and participates in the fabrication, installation, maintenance, and repair of municipal stormwater infrastructure, including catch basins, storm piping, frame and grates, valves and shutoffs;

Supervises and participates in the lay-out and placement of stormwater conveyance systems including storm piping and catch basins;

Evaluates assigned public works project, selects best approach for completing project, assigns work activities to crew and instructs crew as needed;

Oberves the work performed and inspects its final completion in order to ensure safety, effectiveness and efficiency;

Consults with a higher-level public works supervisor regarding the scope, scheduling and progress of work assigned;

Coordinates project work with departmental staff, other work crews, etc.;

Creates and maintains basic records and reports relative to the work performed;

Ensures that the crew is equipped with the appropriate tools, materials and equipment;

Purchases materials for catch basin frame and grate manufacture and installation;

Ensures the security of tools, equipment and materials;

Performs skilled and semi-skilled tasks related to public works projects to which assigned;

Operates motor equipment, machinery and tools related to the work assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS: Good knowledge of the common practices, tools, terminology and safety precautions associated with the fabrication, installation, maintenance and repair of municipal stormwater infrastructure; good knowledge of federal, state, and local laws, regulations, and ordinances related to stormwater collection and conveyance; good knowledge of municipal geography; ability to assign, lay-out and oversee the work of others; ability to perform skilled and semi-skilled tasks related to the public works projects to which assigned; ability to effectively and safely use tools and operate motor equipment; ability to organize and maintain accurate records and files; ability to understand and follow oral and written instructions; ability to successfully work with and serve a diverse local community; physical condition commensurate with the demands of the position.
MINIMUM QUALIFICATIONS:

Four (4) years of full-time paid experience, or its part-time paid equivalent, in the fabrication, installation, maintenance or repair of storm piping, catch basins, and/or frame and grates. Such experience must have been at the level of skilled or semi-skilled labor.

SPECIAL REQUIREMENT:

Possession of a valid New York State Class B Commercial Driver License (CDL) or a valid Commercial Driver License equivalent to a New York State Class B Commercial Driver License at the time of appointment and maintenance of said license for the duration of employment.