

Jurisdictional Class: Competitive
EEO Category: Skilled Craft
Revised: 10/31/2023

LABOR SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the County Department of Public Works and involves responsibility for ensuring that public works and related activities are done in an efficient manner, on schedule, and according to approved procedures. The work is performed in accordance with established policies and charge procedures permitting the exercise of independent judgment in carrying out details of the work. On most projects and during most activities, the Labor Supervisor participates actively in the work of the crew. Supervision is exercised over subordinate Motor Equipment Operators, Highway Maintenance Workers, and Highway Maintenance Helpers. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES:

Supervises and works with a labor crew in the maintenance, repair, cleaning or striping of bridges, streets and roads;
Oversees snow and ice removal activities;
Leads in planting and maintenance of lawns, brush cutting, hedge trimming and other grounds maintenance activities;
Works with, and supervises, street sign posting and maintenance crews;
Supervises workers engaged in washing windows, walls, ceilings and floors;
Oversees and participates in sewer line cleaning and maintenance activities;
Operates a truck or other vehicle and equipment;
Performs a variety of semiskilled maintenance tasks;
Keeps records and makes reports of work done;
Assume District Supervisor responsibilities in their absence.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of road and bridge maintenance, and of the tools, equipment and terminology of the specialized field of activity to which assigned; ability to supervise the work of others; ability to understand and follow oral and written directions; willingness to work out of doors, occasionally under adverse weather conditions; ability to operate motor equipment used in road and or sewer maintenance; ability to prepare simple reports.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of Associate's Degree in Engineering Technology, Construction Technology, or a closely related field **AND** one (1) year of experience in the maintenance or construction of roads and sewers or related public works activities; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** three (3) years of experience in the maintenance or construction of roads and sewers or related public works activities; **OR**
- (C) Five (5) years of experience in the maintenance or construction of roads and sewers or related public works activities.

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SPECIAL REQUIREMENTS:

1. Possession of a valid Commercial Driver's License Class B or higher without airbrake restriction at time of application and for duration of appointment.
2. Possession of an OPP (one person plowing) Certification within one year of appointment and for duration of appointment.
3. Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

NOTE: Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

Adopted 01/15/1951
Revised: 01/28/1982, 10/23/1992, 12/28/1992, 12/01/1995, 03/01/1996, 02/05/1997, 02/25/2002,
10/09/2007, 02/11/2011, 10/31/2023

Title changed from "Labor Foreman": 12/01/1995