

Class Concept

Positions in this class are characterized by their supervision of one or more crews in the most complex transportation maintenance work covering one of five areas (i.e., roadway maintenance, traffic services, bridge maintenance, roadside environmental or geotechnical). Positions counsel and discipline employees; monitor expenditures; maintain work records, time sheets, job reports, and inventory records; plan work operations and adjust work assignments; train employees on-the-job; conduct performance reviews; interview and recommend hiring new staff. Positions ensure equipment is maintained and serviced as required. Positions investigate public complaints and recommend solutions. Positions must routinely determine materials, techniques and tools to accomplish the most complex work assignments.

Recruitment Standards

Knowledge, Skills, and Abilities

- Ability to recognize and obtain required equipment and/or materials that are needed to do the job.
- Considerable knowledge of and skill in the use of technology to achieve goals in efficient and cost effective manner.
- Considerable knowledge to serve as technical expert in unit.
- Ability to evaluate employees' strengths as well as areas for development to promote career growth and advancement.
- Ability to identify both critical and less critical activities and tasks to ensure proper prioritization and adjustments when needed.
- Ability to balance competing needs of all groups when reviewing internal processes and services.
- Considerable knowledge to recognize and address system-wide issues that could lead either to substantial benefit or potentially damaging consequences.
- Considerable knowledge to resolve unique or highly complex situations.
- Ability to perform a large number of widely varying and broad functionally diverse assignments.
- Skill in in-depth analysis and problem solving that uses undefined data sources and weighs impact on the client and the organization.
- Working knowledge to develop work concepts, policies, and procedures using broad, non-specific administrative guidelines.
- Thorough knowledge of programs, concepts and practices in a major field as well as a general understanding of one or more different work fields.

Minimum Education and Experience

High school or General Educational Development diploma and seven years of directly related experience; or an equivalent combination of training and directly related experience. Experience must be related to functional area of the work that the position will supervise.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.