



CITY OF CHARLOTTESVILLE
invites applications for the position of:

Parks Maintenance Crew Supervisor II (Construction)

An Equal Opportunity Employer

Applications are only accepted online at: www.charlottesville.org/jobs

Application Deadline: 11/09/17 05:00 PM

GENERAL SUMMARY:

The starting hiring range is \$20.07 to \$25.59 an hour. This is a Regular Full-Time position with benefits available.

This position with the Parks Maintenance Division performs difficult skilled and responsible technical work supervising, inspecting and participating in the work of a maintenance, repair or construction crew. Position functions as part of a team to improve operational efficiency, increase construction and maintenance standards/frequencies of service on athletic fields and in cemeteries, parks and other City properties. Work is performed under regular supervision. Supervision is exercised over an assigned work crew of semi-skilled workers and operators and/or contractors. Subject to recall or extended work day due to natural disaster or emergencies.

ESSENTIAL RESPONSIBILITIES AND DUTIES:

- Assigns and supervises the work of semi-skilled and/or skilled workers and equipment operators in repair, maintenance, restoration or construction tasks; Makes and adjusts work assignments;
- Ensures proper operation of equipment and tools used by crew;
- Performs or assists in performing more difficult maintenance and construction tasks;
- Operates equipment when necessary;
- Ensures proper traffic control;
- Trains and instructs subordinates and evaluates their work; Inspects work in progress to ensure conformance with instructions and/or industry standards;
- Selects and requisitions necessary equipment and materials based on job requirements;
- Maintains time and material records; Prepares work reports;
- Discusses details of job requirements with supervisor;
- May coordinate and inspect work of contractors;
- Maintains supervision of crew during emergency repairs;
- Depending on assignment, locates gas or water/wastewater lines.
- May respond to and investigate leaks with leak detection equipment, investigate sewer blockages, and sketch mains and service lines for permanent record, including time and material charges;
- Ensures ongoing safety education programs for subordinates;
- Performs related tasks as required.

EDUCATION, EXPERIENCE AND SKILLS:

Minimum Qualifications:

- Any combination of education and experience equivalent to graduation from high school or GED. (One year of work experience may substitute for one year of education, up to a maximum two years substitution.)
- Minimum of three years of experience in skilled maintenance repair, installation or construction work related to the area assigned. Preference for a minimum of one years in a supervisory position.

Special Requirements:

- Must have valid VA driver's license by employment start date.
- Requires the ability to obtain a CDL by employment start date or within 6 months of hire.
- Must obtain and/or maintain any certifications as required by applicable federal, state local regulations and departmental policies.
- In accordance with departmental policies, must be able to be contacted by phone in the case of an emergency;
- Must be able to work overtime and respond on an on-call basis when necessary.

Skills: Thorough knowledge of the trade(s) required in the maintenance, installation, repair and/or construction area assigned; thorough knowledge of the occupational hazards and safety precautions of the work; thorough knowledge of applicable federal, state and local construction, installation, maintenance and repair requirements; thorough knowledge of and the ability to skillfully use the specialized tools and equipment related to the area assigned; ability to read maps and determine general location of utility lines; ability to assign and supervise the work of others; ability to prepare reports and maintain records; ability to use a computer; ability to work independently; ability to correctly interpret and understand construction drawings.

**PHYSICAL
CONDITIONS &
WORK
CONTACTS:**

Work may be performed around vibrations, moving mechanical parts, high or precarious places, ladders/step stools, confined spaces, and traffic/roadways. Work may require exposure to moderate to very loud noise, chemicals, allergens, acidic or harsh substances, blood-borne pathogens, infectious bacteria, fumes/airborne particles, electrical hazards, gases/gas leaks, and fuels including diesel, gasoline, and oil. Work may require exposure to extreme temperatures and weather conditions, extreme darkness and brightness, elevated surfaces, and working in cramped positions.

Physical demands may include climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motion. Must be able to lift up to 100 lbs. occasionally, and/or up to 50 lbs. frequently, and/or 20 lbs. constantly to move objects. Must be able to hear and communicate effectively with or without accommodation.

Position requires employees to work a flexible schedule including evenings and weekends. This position is subject to weather and/or non-weather emergency and standby call.

This position is subject to federal DOT drug and alcohol testing regulations.

Individuals required to register with Selective Service must show proof of registration as a condition of employment (pursuant to Section 2.2-2804, Code of Virginia.) The City requires pre-employment drug testing for all positions. Applicants selected for positions that require driving will be asked to provide a certified copy of their DMV driving record and must meet the City's driving eligibility requirements. The City of Charlottesville is an Equal Opportunity Employer. Minority and disabled individuals are encouraged to apply. The City of Charlottesville will make reasonable accommodations for persons with disabilities. You will be asked to provide proof of identity and eligibility for work in the U.S. in accordance with the Immigration Reform and Control Act.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.charlottesville.org/jobs>

For more information, please contact:

City of Charlottesville

Department of Human Resources

P. O. Box 911

605 East Main Street

Charlottesville, VA 22902

(434) 970-3490

hr@charlottesville.org

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Job #170900006

PARKS MAINTENANCE CREW SUPERVISOR II
(CONSTRUCTION)