

**CITY OF FRESNO**

720001

**STREET MAINTENANCE SUPERVISOR**

**DEFINITION**

Under direction, supervises maintenance and construction activities on streets, bridges, concrete infrastructure, traffic signals and streetlights, paint and sign, and related public works.

**SUPERVISION RECEIVED/EXERCISED**

Receives supervision from Public Works Manager. Exercises supervision over subordinate staff. Selects, trains, prepares performance evaluations, and recommends disciplinary actions for subordinate staff.

**DISTINGUISHING CHARACTERISTICS**

Street Maintenance Supervisor is the first line supervisory class in the Street Maintenance series. An incumbent directs the activities of a crew of Senior Heavy Equipment Operators and skilled and semi-skilled workers in street, bridge, concrete maintenance, traffic signals and streetlights, paint and sign. Street Maintenance Supervisor differs from Street Maintenance Leadworker in that incumbents of the latter provide lead direction to a crew. This class differs from Public Works Manager in that the incumbent of the latter has overall responsibility for the operations and maintenance activities of the Street Maintenance Division.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

(May include, but are not limited to, the following:)

Schedules, assigns, and supervises skilled and semi-skilled workers in street, bridge, and drainage facility maintenance activities, such as, cleaning, patching, resurfacing, and repairing streets, bridges, curbs, sidewalks, gutters, paint and sign, and traffic signals and streetlights.

Notifies public utilities and the appropriate City departments and divisions of scheduled work.

Recommends selection and retention of subordinate personnel; prepares employee performance evaluations; counsels employees to correct deficiencies; recommends disciplinary actions.

Instructs assigned crews in proper safety procedures; ensures that proper safety equipment is used and proper safety procedures are followed at all times.

Receives, investigates, and resolves complaints from the public.

Supervises and participates in the maintenance of time, material, and equipment use records; requisitions supplies and materials as needed.

Performs related duties as required.

## **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

### **Knowledge of:**

The methods, tools, requirements, and operating practices related to the maintenance of street drainage facilities, streets, bridges, concrete infrastructure, paint and sign, and traffic signals and streetlights.

The types and use of automotive, construction, and related equipment required in maintenance of street drainage facilities, streets, bridges, concrete infrastructure, paint and sign, and traffic signals and streetlights.

The hazards and safety precautions of the trade and the CAL-OSHA requirements pertaining to street and bridge maintenance work.

The principles and practices of effective employee supervision, including selection, training, work evaluation, and discipline.

### **Skills to:**

Operate modern office equipment including computer equipment.

Operate a motor vehicle safely.

### **Ability to:**

Supervise, train, and evaluate subordinate personnel.

Plan and schedule activities for the greatest economy, efficiency, and service.

Ability to communicate effectively, both orally and in writing, maintain clear and concise records, prepare reports, and correspondence in the performance of assigned duties.

Ability to make clear oral presentations.

Ability to establish and maintain effective working relationships with those contacted in the course of work.

**MINIMUM QUALIFICATIONS**

**Experience:**

Two years of field experience in street, bridge, concrete, maintenance construction work, which included, or is supplemented by, one year of lead or supervisory experience in street, bridge, concrete maintenance, construction work, paint and sign operations, or traffic signals and streetlight operations.

For assignment to Traffic Signals and Streetlights, must have three years experience as a journey level electrician involving trouble shooting and experience with traffic signal control equipment. Must possess a minimum Level II International Municipal Signal Association (IMSA) Certification.

**Special Requirements:**

Possession at time of appointment and continued maintenance of a valid California Driver's License.

Note: Recruitment may be limited to a specific operational area of expertise as required by operational needs. Operational areas of expertise include, but are not limited to, those detailed below:

1. Traffic Signals and Streetlights Operations
2. Paint and Sign Operations
3. Street Operations
4. Concrete Operations

APPROVED: \_\_\_\_\_  
Director

DATE: \_\_\_\_\_