



EMPLOYMENT OPPORTUNITY

ROAD MAINTENANCE SUPERVISOR

NOTE: The current opening is for the District 4 Road Shop located in Bieber, CA. Employee must live within 15 miles of assigned District or be willing to relocate within 30 days of appointment.

SALARY AND BENEFITS

\$21.49 - \$28.40 per hour, plus benefits package

FILING DEADLINE

Open until filled. **First review: January 6, 2022.**

DUTIES AND RESPONSIBILITIES

The Road Maintenance Supervisor organizes, monitors, and supervises a road maintenance and construction crew within the Public Works Department, performs a variety of technical tasks relative to road and bridge maintenance and provides technical assistance to the Road Field Supervisor. The major duties include:

- Organize, assign, supervise and review the work of assigned staff involved in road maintenance operations.
- Monitor operations and activities of assigned road maintenance crew; recommend improvements and modifications; prepare various reports on operations and activities.
- Participate in budget preparation; prepare cost estimates; submit justifications for equipment.
- Monitor and control supplies and equipment; order supplies and tools as necessary; prepare documents for equipment procurement.
- Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary to resolve complaints.
- Perform the most complex public works maintenance duties; provide technical assistance and training to crews.
- Coordinate with contractors in providing contract services.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Education: Equivalent to the completion of the twelfth grade supplemented by technical trade courses in public works construction and heavy equipment.

Experience: Four years of increasingly responsible road maintenance and/or construction experience including some lead supervisory experience.

License: Possession of, or ability to obtain, a California Class B driver's license.

SPECIAL NOTE: Must live or be willing to relocate to within 15 miles of assigned District.

SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

HOW TO APPLY

An application may be obtained from the Personnel Office listed below or by visiting Lassen County Personnel at our website at <http://lassencounty.org>. It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Services
221 South Roop Street
Susanville, California 96130

☎ (530) 251 -8320 ☎

Opened: December 23, 2021

🔊 GENERAL INFORMATION 🔊

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted post-conditional-offer of employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires pre-employment drug screening for Safety Sensitive employees.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.