



JOB POSTING # 20-033

STREET FOREMAN PUBLIC WORKS DEPARTMENT

**HOURLY RATE: \$ 17.16 – 18.75
OPEN UNTIL FILLED**

The City of Kingsville is accepting applications for a Foreman in the Street Division. Under the direction of the Street Supervisor assists in planning and directing a comprehensive maintenance and repair program for the City's street and storm drainage systems. Supervises and assists in the training of work crews and does related work as required.

Essential Duties:

- Supervises and participates in the maintenance and repair of streets, curbs, sidewalks, storm drainage systems, and responsible for the equipment necessary for the continuous operation of the department.
- Conducts supervisory work directing employees in the daily operations of the department.
- Compiles and maintains accurate written and computerized records.
- Responsible for coordinating the training of new employees and administering the safety program
- Inspects work in process and completed projects
- Responsible for enforcing City and departmental rules and regulations; counsels, disciplines, and evaluates subordinates;
- Keeps inventory of parts and supplies used in daily operations
- Reviews departmental employee leave requests
- Assists payroll preparation
- Assists in preparation and implementation of budgets
- On Call and available to work crews after hours
- Performs related work as required.

Training, Experience, and/or Other Requirements:

Five (5) years experience in the construction, maintenance and repair of streets and storm drainage systems; Two (2) years supervisory experience in the construction, repair and maintenance of streets; Texas Commercial Drivers License. Required: Thorough knowledge of material, methods, equipment and techniques used in street maintenance, street cleaning, storm sewer maintenance and repair activities.

Physical Requirements:

Must be able to lift and carry up to 100 pounds; push, pull and/or drag up to 150 pounds of equipment and/or materials; climbs, crawls, kneels, squats, stoops, stands, sits, and bends when driving or maintaining equipment; hear and see clearly when working around equipment or in traffic. Works outdoors in extreme temperatures and inclement weather with some exposure to dust, fumes, noise, mechanical, electrical, and chemical hazards while using proper safety precautions.

Equipment: Knowledge of operation and use of motorized vehicles and equipment, including dump truck pickup truck, utility truck, street sweeper, street roller, backhoe, manlift, tamper, saws, pumps, compressors, generators, common hand and power tools, forklift, road-graders, loaders, and rotary brooms.

Employee Behavior and Conduct:

City employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest and respectful.

All City employees are required in the course and scope of their employment to provide services for the benefit of the public during emergency situations that threaten the safety of Kingsville's citizens. City employees must be able to work immediately before, during, and/or immediately after an emergency.

All positions require the following: 1) High School diploma or equivalent, 2) Valid driver's license 3) satisfactory driving record and 4) proof of eligibility to legally work in the U.S. The successful applicant will be required to pass a pre-employment physical examination, drug screen and background investigation.

Applications available at City of Kingsville-Human Resources, 400 W. King Avenue, Kingsville, Texas 78363 or download at www.cityofkingsville.com For additional information: Call 361-595-8017 or E-mail hadmin@cityofkingsville.com