**Road Department Superintendent**

**Echols County**

**Posted:08/02/2024**

**Applications will be accepted until position is filled**

Road Department Superintendent

**POSITION PURPOSE**:

This is supervisory work responsible for maintenance of roads in the Echols County. Incumbents in this classification are responsible for directing the activities of all maintenance personnel in the County. The work includes: developing work plans and cost estimates; and assigning, supervising, and inspecting the work of crews engaged in activities including maintenance of drainage areas and structures, paved roads, and in some cases gravel roads. The work also includes responsibility for maintenance and care of all equipment. Supervision is received from the Road Maintenance Coordinator.

Examples of Basic Tasks and Duties:

Monitors and assesses department workload: delegates work and modifies objectives and work plan as necessary.

Directs and participates in the installation and placement of traffic control signs and barricades on county roads and right of way.

Plans, schedules, and participates in the maintenance of county roads, maintenance of ditches and right of ways.

Coordinates mowing.

Prepares and submits reports and paperwork as requested or required.

Represents the department and assists other departments as needed.

Operate a variety of heavy equipment.

Directs employees in the establishment of proper work safety zones.

Performs related duties.

Other duties as assigned by the County Manager.

Knowledge Required:

Knowledge of principles and practices employed in the maintenance of roads and drainage systems.

Knowledge of related local and state laws, procedures, and policies.

Knowledge of safety policies and procedures.

Skill in planning, organizing, directing, and coordinating the work of personnel.

Skill in analysis of problems and development and implantation of solutions.

Skill in the operation of a variety of heavy equipment.

Minimum Qualifications:

Knowledge and level of competency commonly associated with the occupational field.

Experience Sufficient to thoroughly understand the diverse objectives and functions of the subunits in the division/department to direct and coordinate work within the department, usually interpretated to three to five years of related experience.

Possession of or ability to readily obtain a valid driver’s License issued by the State of Georgia for the type of vehicle or equipment operated.

Applicants must Successfully complete a pre-employment drug test and industrial physical upon offer of employment.

Pay is based on experience and qualifications.

Resume and Application should be submitted to:

Echols County Board of Commissioners

110 General Deloach Road, Statenville, Georgia 31648

Or Email to: [ecboc@yahoo.com](mailto:ecboc@yahoo.com)