

YAKIMA COUNTY, WASHINGTON
CLASS SPECIFICATION
CLASS TITLE: Road Maintenance Field Supervisor

BAND: C	GRADE: 4	SUBGRADE: 1	CLASS CODE: J23-7426
DEPARTMENT: Public Services – County Road	ACCOUNTABLE TO: Road Maintenance Supervisor	Job Family: Maintenance & Operations - Roads	OVERTIME STATUS: Non-Exempt

JOB SUMMARY: The Road Maintenance Field Supervisor serves in a lead capacity over Road Maintenance Technicians I and II

DISTINGUISHING CHARACTERISTICS: The Road Maintenance Field Supervisor is the experienced, lead level of the Road Maintenance Technician classification series. The Road Maintenance Field Supervisor class is distinguished from the Road Maintenance Technician I and II classes by responsibility for assigning and monitoring the work of the lower level and by serving on call and out duty rotation.

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample: (Position assignments may vary.)	BAND/ GRADE
1.	Serves as a lead to subordinates by planning, scheduling, assigning and prioritizing work projects. Makes recommendations on employee leave requests and on probationary performance evaluations.	B2
2.	Assists Road Maintenance Operations Supervisors with the planning and preparation of on-boarding for new maintenance team members including review of county department policies, use of equipment and employment expectations and requirements.	B2
3.	Assists assigned team members with technical issues or advanced problems with given assignments.	B2
5.	Coordinates maintenance and repair of equipment including scheduling and documenting preventive maintenance activities and towing of disabled vehicles.	B2
6.	Ensures work projects are completed and carried out in compliance with policies and procedures; monitors crews and inspects job sites; gathers bids for outside services; inventories and orders equipment, tools, materials and supplies; completes and maintains records and logs for reports, service requests, worker hours and materials and equipment used; receives and responds to call out requests; contacts and coordinates projects with other districts, contractors and agencies; transports staff and materials to work sites; and unloads materials and supplies upon arrival.	B2
7.	Responds to inquiries and complaints from the general public; explains policies and ordinances related to road maintenance.	B2
8.	Performs other duties as required.	

Knowledge of: (Position requirements at entry):

- Material management techniques;
- Road and bridge maintenance techniques;
- Grounds keeping techniques;
- Equipment maintenance;
- Equipment and tools used in road and bridge maintenance;
- Safety precautions.

Skills: (Position requirements at entry):

- Assigning and monitoring the work of subordinates;

CLASS TITLE: Road Maintenance Field Supervisor

- Interpreting drawings and sketches;
- Inventorying and ordering materials and supplies;
- Organizing staff, equipment and materials for work orders;
- Performing activities related to road and bridge and/or equipment maintenance;
- Mowing, trimming and planting vegetation and applying herbicides;
- Operating vehicle equipment such as trucks, boom trucks, front-end loaders, backhoes, tow brooms, sewer jets, forklifts, lowboys, road graders and rodding machines;
- Applying traffic control techniques;
- Using two way radios;
- Establishing and maintaining effective interpersonal relationships at all organizational levels and with the public;
- Communication, both oral and written, sufficient to exchange or convey information and to give and receive work direction.

Training and Experience: (Position requirements at entry):

High School Diploma or General Equivalency Diploma (GED) and four (4) years equipment operation, road maintenance and/or construction experience including one year equivalent to a Road Maintenance Technician II or Mechanic II in Yakima County; or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

Licensing Requirements: (position requirements at entry):

- Valid State of Washington Driver's License with Commercial Driver's License with Airbrake and Tanker Endorsements.
- Valid State of Washington Flagger Certification required for County Road assignments within 30 days of hire.
- Successful completion of general employment verification.
- Consent for queries of the Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol Clearinghouse to comply with Federal Regulations (49 CFR Part 382).

Working Conditions: Position may have the potential exposure to the following:

Environment: Excessive noise, exposure to weather, extreme temperatures, moving/mechanical parts, pathogen exposure, vibration, travel. work in locked down facilities, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: bending, carrying, handling, lifting, reaching, sitting, standing, walking, fingering, balancing, climbing, crawling, crouching, kneeling, hearing, smelling, talking, visual acuity.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Heavy Work: Exerting up to or in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Work is performed out in the field.

Classification History:

New Class: 1/1/98

Revised: 1/1/99

Revised: 03/1/22

Revised: 12/11/22