

*Limestone
County Commission*

*Chairman
Collin Daly*

*Administrator
Ellen Morell*



*Commissioners:
Daryl Sammet
Danny Barksdale
Derrick Gatlin
LaDon Townsend*

THE LIMESTONE COUNTY COMMISSION HAS AN OPENING FOR:

DISTRICT ROAD SUPERVISOR

District 1

**Alabama Career Center
2535 Sparkman Dr. NW
Huntsville, AL
Phone: (256) 851-0537**

Or

**Limestone County Commission
310 W. Washington St.
Athens, AL
Phone: 256-233-6400**

Or

Online: <https://limestonecounty-al.gov/doing-business/jobs>

MONDAY THROUGH FRIDAY, 8:00 A.M. UNTIL 4:30 P.M.

**SEE ATTACHED JOB DESCRIPTION FOR TYPICAL DUTIES
AND RESPONSIBILITIES**

SALARY \$26.83 PER HOUR

**APPLICATIONS WILL BE ACCEPTED THROUGH
WEDNESDAY, OCTOBER 25, 2023**

AN EQUAL OPPORTUNITY EMPLOYER (M/F/V/D)



District Road Supervisor

District Commissioner

DC/1
Grade: 19

JOB SUMMARY

This position directs, coordinates, and supervises the work of personnel involved in the maintenance of county roads and related infrastructure.

MAJOR DUTIES

- Inspects roads and rights-of-way to determine maintenance and repair needs; schedules and prioritizes repairs; organizes work schedules; develops plans and specifications.
- Determines materials, equipment, and personnel required for each project; orders materials and supplies as needed.
- Assists in hiring, training, assigning, evaluating, and disciplining assigned personnel; reviews and approves leave requests.
- Responds to and resolve complaints from the general public.
- Coordinates work projects with other county departments.
- Operates a variety of heavy equipment used in the maintenance or roads, drainage systems, and other infrastructure.
- Assists with mechanical breakdowns.
- Ensures that work crews operate in accordance with safety and county policies and procedures; supervises the establishment of safe work zones; supervises and performs traffic control as needed.
- Inspects work to ensure accuracy, timeliness, and thoroughness.
- Responds to after-hours emergency calls, sometimes during weather events, including winter storms.
- Attends meetings and training sessions.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge road and related infrastructure maintenance and repair procedures and methods.
- Knowledge of equipment operation and maintenance principles.
- Knowledge of county procurement processes.
- Knowledge of relevant federal and state laws, county ordinances, and department policies and procedures.
- Knowledge of safe work principles and practices.
- Skill in personnel management and supervision.
- Skill in problem solving.
- Skill in prioritizing and planning.
- Skill in interpersonal relations.
- Skill in the operation of a variety of road construction equipment.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The District Commissioner assigns work in terms of very general instructions. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

GUIDELINES

Guidelines include relevant state and federal laws, state Department of Transportation regulations, the Manual on Uniform Traffic Control Devices, and county and department policies and procedures. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied supervisory, technical, and equipment operation duties. Working in inclement weather and heavy traffic contributes to the complexity of the position.
- The purpose of this position is to supervise the repair and maintenance of county roads and rights-of-way. Successful performance helps ensure the effective and efficient operation of the department and affects the quality of life for county residents and visitors.

CONTACTS

- Contacts are typically with co-workers, other county employees, elected and appointed officials, representatives of utility providers, ALDOT representatives, contractors, vendors, emergency response personnel, and members of the general public.
- Contacts are typically to exchange information, motivate persons, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. Work requires the use of protective devices such as masks, goggles gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position has direct supervision over assigned Equipment Operators.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with one to three years' experience or service.
- Possession of or ability to readily obtain a valid commercial driver's license issued by the State of Alabama for the type of vehicle or equipment operated.