

WORKING SUPERVISORS

GENERAL STATEMENT OF DUTIES: Leads in work of a small group of laborers engaged in routine manual work; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is manual work involving responsibility for acting as work leader over a small group of workers. A Working Supervisor actively participates in work projects being carried on. Their supervisory responsibilities are restricted to insuring that the people working with them are doing their jobs properly and diligently. Immediate supervision is received from a supervisor who plans and lays out the jobs.

EXAMPLES OF WORK: (Illustrative only)

- Leads and participates in the collection of garbage and rubbish;
- Leads and participates in the patching of streets and sidewalks;
- Leads and participates in cleaning streets, park areas, culverts and basins;
- Leads and participates in cutting grass, trimming shrubs, raking leaves, cutting bush and spading flower beds;
- Leads and participates in tree planting and wood cutting;
- Leads and participates in pruning timber stands;
- Leads and participates in removing debris from streams;
- Leads and participates in unskilled painting;
- Leads and participates in snow removal activities;
- Leads and participates in a variety of heavy building and cleaning work;
- Writes simple reports and keeps the time sheet of subordinate workers;
- May operate equipment;
- Leads and participates in water and sewer maintenance and installation projects.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Ability to supervise the work of others engaged in routine tasks; ability to get along well with others; ability to keep simple records and make reports; willingness to participate in manual work; ability to lift heavy weights; willingness to work under all weather conditions; dependability; physical endurance; good physical condition.

ACCEPTABLE TRAINING AND EXPERIENCE: Five (5) years of full-time paid work experience in some or all of the following areas:
Heavy equipment operation and maintenance; parks maintenance; streets maintenance; basic construction concepts involving water and sewer maintenance and installation.

SPECIAL REQUIREMENTS: Proper CDL endorsement; residency requirement may apply.

Adopted MSD: January, 1973

Revised: 7/19/78

Revised: 12/20/93

Modified CSC: 5/19/16

Jurisdictional Classification: Non-Competitive