Crew Supervisor, Utility Maintenance

Job Code 00007167

General Description
Responsible for supervising the repair and maintenance of the streets of the university.

Examples of Duties
- Assist in the maintenance and repair of paved areas.
- Operate heavy equipment to prepare surfaces.
- Plan daily and weekly work schedules for crews.
- Train new employees.
- Coordinate with shops within and without facilities department.
- Plan and delegate assignments to crew.
- Supervise installation and maintain street and traffic control signs, fences, ramps, and retaining walls.
- Dig septic tanks.
- Insure cleanliness of work area.
- Maintain and clean dirt and grass areas of sports fields.
- Maintain equipment and supply inventory.
- Build and pump water from manholes.
- Prepare and complete job evaluation forms for crew.
- Prepare streets and walkways with sand during ice conditions.
- Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of:
- guidelines, policies, and safety procedures of chemical use; utility lines; related materials and tools; cement mixer, grader, backhoe, grader, asphalt roller, and pavement saw operations; installation of grass and erosion control; intermediate math.

Skill in:
- effectively directing the work of others and motivating output.

Ability to:
- understand written job instructions; review simple logs and time slips; use measuring devices; complete supply requests, forms, and time slips; communicate effectively; troubleshoot equipment problems; prioritize workload; supervise others; operate and maintain related equipment; to supervise jack hammer operations.

Education and Experience
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements
Revised 09/20/2012