



COUNTY OF HIDALGO

Department of Human Resources

Job Title: **SUPERVISOR III, CONSTRUCTION**
Grade: 13

The County of Hidalgo Department of Human Resources reserves the right to select candidates considered to be the most highly qualified based on education and experience. The hiring department will interview and select the candidates provided by the Department of Human Resources.

GENERAL DESCRIPTION

Under the supervision of the County Commissioner or other designated supervisor, the Construction Supervisor is responsible for overseeing and managing the reconstruction and/or renovation of storm drainage systems, to include coordinating, scheduling, and supervising construction projects.

EXAMPLES OF WORK PERFORMED

Schedules, establishes work priorities, and coordinates drainage maintenance and construction projects

Directs through subordinate supervisors, such activities as constructing, repairing, and/or replacing storm and water drainage systems

Oversees the repairing and cleaning of drainage wells, storm water list stations, alum injection systems, and/or open drainage systems

Reviews plans and specifications relating to storm sewer, ditch and retention/detention pond maintenance, construction and/or their reconstruction to determine manpower requirements, and cost of equipment and personnel needed to construct and/or maintain projects

Estimates costs and recommends modifications as needed using knowledge of construction principles and regulations pertinent to ditch maintenance operations

Researches drain records to obtain information about drainage ditches such as location of easements, drain maintenance work performed, and past or present problems

Inspects drainage construction projects in progress to ensure compliance with plans and specifications

Checks such items as proper grade, placements of pipes, materials used, soil type, joints, and constructed ditch maintenance activities

Oversees all clearing and grubbing activities including removal and disposition of roots, stump, stubs, logs, and other timber occurring within the grubbing limits

Perform other related duties as assigned

EDUCATION AND EXPERIENCE

Associate's degree from an accredited college or university in construction management or related field

Seven (7) years of experience in the planning, design, and maintenance of drainage systems is desired

Two (2) years of related experience may be substituted for one (1) year of education

CERTIFICATES, LICENSES AND REGISTRATION

Must have a current valid Texas motor vehicle operator's license

Must be able to be insured by the County's insurance carrier

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of drainage system design, construction, and/or maintenance practices and standards including construction equipment and materials, pertinent codes, statuses, regulations, and laws affecting assigned projects

Ability to effectively supervise the work of others, establish and maintain effective work relationships with other supervisor staff, employees, outside agencies, and the general public

Skill in negotiation of critical and controversial issues with engineers, regulatory agencies, and/or other government agencies

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to find, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop and kneel.

The employee must occasionally lift and/or move over twenty-five (25) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job.

The noise level in the work environment is usually moderate.

SAFETY REQUIREMENTS

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- sitting for extended periods of time
- standing for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communication with others
- required to follow the County of Hidalgo Accident Prevention Plan and department's safety regulations