

GENERAL CONSTRUCTION SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This is technical supervisory work involving responsibility for the efficient and economical use of people and materials in the construction and maintenance of roads, bridges and buildings. The work is performed under general supervision of the Facilities Bridge Superintendent in accordance with approved plans, with broad leeway for executing specific projects. Work is reviewed by inspection and reports. Supervision is exercised over skilled and unskilled staff assigned to construction projects.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

- Plans, supervises, and participates in the work of bridge, road, and building construction or maintenance crews;
- Organizes supplies, workers and equipment for efficient projects and maintenance work;
- Requisitions necessary supplies and equipment;
- Consults with Facilities Bridge Superintendent and engineering staff regarding plans and work in progress;
- Instructs subordinates in the proper use of equipment and materials;
- Coordinates activities with local authorities and department supervisors;
- Analyzes proposed projects with regard to cost of all phases of work;
- Maintains cost and other records of projects in progress;
- Prepares and submits time and activity records and reports;
- Directs personnel in the proper use of personnel safety and equipment;
- At times may operate construction equipment and vehicles in the absence of proper staff.

GENERAL CONSTRUCTION SUPERVISOR**Page 2****FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-**

TERISTICS: Thorough knowledge of practices, techniques, tools, equipment, materials, terminology and safety precautions of modern bridge, road or building construction; thorough knowledge of concrete, concrete form work and steel bridge form construction, ability to work from blue prints, plans or specifications and to make mathematical computations; ability to plan, supervise and coordinate the work of others; ability to confer with technical experts in the field of construction, and to understand their written and oral instructions; ability to read and interpret rough sketches, plans and maps; reliability; initiative and resourcefulness; mental alertness; and honesty.

MINIMUM QUALIFICATIONS: Five (5) years of satisfactory experience in bridge or building construction, can be substituted with five (5) years of highway construction in which two (2) years have been in bridge work, at least one (1) year of which shall have been in a supervisory capacity.

SPECIAL REQUIREMENT AT TIME OF APPOINTMENT: A minimum possession of a class B Commercial Driver's License.