

Road and Bridge Foreman
Ouray County

Ouray County is seeking an experienced individual to assist the Road and Bridge Supervisor with the management, administration, planning, road maintenance, construction and supervisory work necessary for the effective and efficient operations of the Ouray County Road and Bridge Department. Responsibilities include: maintenance and construction of the County's roads and bridges, acquisition and maintenance of equipment, supervision of road and bridge personnel, planning, management, administration and budgeting. This position reports directly to the Road and Bridge Superintendent/Road Supervisor. Experience: Five years in road and bridge maintenance and construction, public works, heavy equipment operations/maintenance, supervision and management. Education: High School Diploma or equivalent. Licenses: CDL Class A with tanker endorsement preferred. Compensation \$71,052.21 - \$88,815.26 depending upon qualifications. Benefits included but not limited to: Medical, Dental, Vision plan, 5% matching Retirement plan, Employee assistance program, paid time off including vacation, sick and personal leave. Please submit letter of interest and resume to Human Resources P.O. Box C, Ouray, Co. 815427 (970) 325-7332. Ouray County is an equal opportunity employer.



JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Road Foreman

Department: Road & Bridge

Pay Grade: 15

FLSA Status: Exempt

JOB SUMMARY

This is a supervisory position under the direction of the Road & Bridge Superintendent. Under general direction serve as the Road Foreman responsible for assisting in the direction of personnel and equipment assigned to a road crew, exercising immediate supervision over personnel and equipment assigned to construction and maintenance projects and acting for the Road Superintendent in his absence. Additional responsibilities will include training personnel in safety procedures, preventive maintenance techniques, and enforcing compliance with the same, coordinating and planning the activities of a crew while operating heavy equipment to accomplish all types of road maintenance and construction tasks, completing required documents, forms, or reports and maintaining a positive working relationship within the department.

ESSENTIAL JOB FUNCTIONS

- Supervising employees assigned to crew
- Assigning, monitoring, and inspecting work in progress
- Upon completion, ensuring that projects are finished based on project plan or work order
- Verifying that all work assigned is complete, and accurate
- Instructing workers on proper safety practices and procedures and enforcing safety regulations to protect workers and general public
- Directing and instructing crew and staff on work methods, procedures, and standards related to their assignments
- Receiving work orders, establishing priorities, and completing projects assigned by Road & Bridge Superintendent
- Assisting in preparing related work orders
- Performing field investigations and data collection

- Responsible for preventive maintenance and repair, proper operation of assigned equipment, vehicles, and tools
- Assisting in determining personnel, equipment, supplies, and material quantities needed to accomplish required tasks and placing orders for supplies and materials
- Inspecting existing roads to identify potential maintenance and/or repair needs and improvements and assisting in determining corrective action required
- Operating heavy equipment such as front-end loader, motor grader, bulldozer, backhoe, gradall, road paver, and other heavy equipment specific to road maintenance and repair
- Obtaining right of way clearance, measuring, and staking right of way, installing or retaining existing erosion controls
- Administrative responsibilities include material monitoring, training, basic management reports and evaluating subordinate personnel
- Explaining new or updated county and/or department policies and procedures to crew workers
- Supervising, training, counseling, and evaluating subordinate personnel
- Coordinating activities with other county staff, and agencies
- Providing emergency response after normal working hours
- Acting on behalf of the Road & Bridge Superintendent in his absence
- Performing other duties as assigned

MINIMUM QUALIFICATIONS

Education and Experience:

High school diploma or equivalent. Associates Degree or Bachelors Degree Preferred in construction related field or business. Must have ten (5) years of increasingly responsible supervisory and administrative work in road maintenance and repair or construction, or combination of education and experience.

Special Qualifications:

CDL, Class A, with air and tanker endorsement

Knowledge, Skills and Abilities:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Broad working knowledge of the principles, practices, and techniques of mechanized heavy equipment common to road construction, maintenance, and repair.
- Broad working knowledge of the hazards and safety precautions common to mechanized heavy equipment operation.
- Working knowledge of the principles, practices, and techniques of road construction, maintenance, and repair.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, and governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and

respond to questions from groups of managers, clients, customers, and the general public.

- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Skilled in the operation of a wide variety of heavy equipment as assigned. Able to learn the operation and the use of all types of mechanized equipment common to Road Department operations.
- Able to plan, organize, supervise, and evaluate activities of projects and personnel.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee is occasionally required to sit; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee frequently works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles and toxic or caustic chemicals.