

# Now accepting applications for Public Works Supervisor

The City of Fairfield Public Works Department is recruiting for Public Works Supervisors\* in the following areas:

Building Maintenance  
Streets Maintenance  
Traffic /Drainage Maintenance

*\*1 vacancy per division*

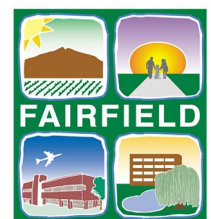


## Description

The selected candidates will plan, organize, direct, and supervise the activities of assigned personnel, equipment, and operations within one of the Public Works Department's operational divisions.

Considerable work is done outdoors. There is daily exposure to the elements and depending upon assignment there may be occasion where there is exposure to unsanitary conditions, odors, chemicals, vibrations, raw sewage, toxic gases, fumes, dust, air contaminants, asbestos, high voltage, pesticides, natural gas lines, dead animals, variable weather and the hazards associated with driving motorized vehicles, working with power and noise producing tools and heavy equipment and working around traffic; subject to emergency callouts.

Work may involve considerable physical exertion, including lifting, carrying, rolling, transporting of light to heavy tools and objects (up to 50 pounds); prolonged periods of standing, sitting, stooping, reaching, pushing, pulling, crawling, crouching, twisting, kneeling, bending, grasping and making repetitive hand movement, walking on level and slippery surfaces, and climbing; manual dexterity.



Click [here](#) to learn more about the department

## ■ Minimum Qualifications

### Education

- Education equivalent to graduation from high school is required.

### Certifications

- Valid California Class C Driver's License is required at the time of hire.; possession of a valid equivalent is acceptable during the application process.
- **Streets Maintenance:** Possession of a valid Class A California State Driver's License may be required.
- **Traffic/Drainage Maintenance:** Possession of an IMSA Traffic Signal Level III Certification may be required. A Qualified Applicator's Certificate (QAC) may be required.

### Experience

- Five (5) years of broad and increasingly responsible journey level experience including at least two (2) years of experience equivalent to a [Senior Utility Worker](#), [Building Maintenance Worker III](#), or [Traffic Control Signal Technician I/II](#), dependent upon area of assignment, in the operations of the relevant division is required.



## ■ Examples of Duties

**Building Maintenance:** Plan, organize and direct the general maintenance, repair and cleaning of buildings and related equipment. Establish work priorities, estimate and order required supplies and parts. Investigate complaints and supervise the more complex repair work. Perform duties associated with the operation and maintenance of the Cogeneration Plant and/or other City equipment. Analyze, trend and maintain equipment by testing, balancing, and making appropriate adjustments. Provide on the job training and monitor the status of work being performed; keep manager apprised of work progress.

**Streets Maintenance:** Plan, organize and direct the construction, repair, and maintenance of streets, curbs, gutters, sidewalks, catch basins, and other City rights of way; establish work priorities; solve difficult problems encountered by work crews; inspect encroachment permit work by utility companies; prepare yearly list of streets for slurry seal and asphaltic concrete overlay; investigate citizen complaints.

**Traffic/Drainage Maintenance:** Plan, organize, and direct the general maintenance and or repair of all traffic signals, streetlights, traffic signs, road markings, and other various traffic related items. Provide support to the Traffic Engineer as well as other engineering staff for all related items (design, review, field assets, and sight clearances). Coordinate with other departments for future maintenance. Estimate and order required traffic related supplies and parts. Assess all creeks/channels within the city as needed and coordinate required maintenance for assigned staff. Establish work priorities, investigate, and respond to citizen complaints.



## ■ Knowledge & Abilities

### Knowledge of:

- Depending on area of assignment, park and landscape maintenance; tree maintenance; building maintenance, including cogeneration plants and pneumatic systems; City streets, drainage systems; traffic maintenance and infrastructure; equipment maintenance, maintenance and repair of gas and diesel powered vehicles and equipment.
- Methods, procedures, equipment, tools, and supplies necessary to carry out various job assignments within the appropriate division.
- Principles and practices of supervision and training.
- Occupational hazards and standard safety precautions necessary in the work.
- Computer applications related to the work performed.
- Applicable federal, state and local laws, codes and regulations.
- Methods and techniques for record keeping and report preparation.



### Ability to:

- Plan, supervise, evaluate, and train subordinates.
- Establish and maintain cooperative working relationships with employees and the public.
- Perform, operate, and repair materials, equipment and tools necessary to carry out various job assignments within the appropriate division.
- Use tact, good judgment, and firmness when necessary to enforce ordinances and rules governing the use of public works facilities.
- Read and interpret maps, construction plans and specifications, equipment parts, service and technical manuals.
- Develop, plan and organize work programs and related activities.
- Prepare written reports and budget information as requested by the Public Works Manager.
- Maintain records.
- Use a computer to prepare a variety of spreadsheets and reports.



## ■ Compensation

**\$44.93 - \$54.62 (Hourly)**

**\$3,594.72 - \$4,369.36 (Biweekly)**

**\$7,788.56 - \$9,466.95 (Monthly)**

**\$93,462.72 - \$113,603.36 (Annually)**

## ■ Benefits and General Information

To access the Benefit Summary Sheet for the Fairfield General Management Association (FGMA), click [here](#).

## ■ The Selection Process

Based on the information provided in the application documents, the best-qualified applicants will be invited for further examination. All applicants meeting the minimum qualifications are not guaranteed advancement through any subsequent phase of the examination. Depending upon the number of applications received, the examination may consist of an application screening, written and/or practical exam, oral interview, or any combination.

### How to Apply:

Candidates must submit an online application via NeoGov/Governmentjobs.com. This position is **OPEN UNTIL MONDAY, OCTOBER 24, 2022**. If you have any difficulties submitting your online application, please call NeoGov's Applicant Support Line at (855) 524-5627.

If you feel you will need a reasonable accommodation for any portion of the testing/interview process, please contact Human Resources at (707) 428-7394 at least 1 week prior to the application deadline or examination date.

The City of Fairfield is an equal opportunity employer and is committed to creating a work environment in which all individuals are treated with respect and professionalism.



Click [here](#) to learn more about the benefits of the position