

The Scott County Secondary Roads Department is seeking applicants for the position of full-time Secondary Roads Superintendent.

Primary duties of the position include:

- Plans, directs, and coordinates personnel and equipment to meet County road maintenance and construction objectives.
- Schedules employee and crews and coordinates the use of equipment to ensure projects and work orders are completed; assists with projects as needed.
- Inspects the progress of construction and maintenance projects on a regular basis to ensure timely completion; coordinates and maintains communication with contractors as well as other counties, cities, and towns; makes adjustments to project schedules as necessary.
- Conducts inspections of County roads, bridges, and culverts on a regular basis; monitors conditions and identify maintenance needs.
- Receives and addresses complaints from property owners; issues permits as needed and collects related fees.
- Meets with Engineers to discuss projects and work orders; makes recommendations for the hiring, promotion, transfer, or discharge of employees; administers bargaining agreements for all represented employees; recommends improvements or changes in operating procedures.
- Communicates with office staff regarding dust control permits received and relays information to dust control vendors and operators.
- Coordinates with fleet staff regarding equipment needs as seasons and work load fluctuate; responds to equipment failures in the field; performs minor repairs where possible.
- Works with Roadside Vegetation Specialist regarding erosion control, seeding, brush cutting, and eradication areas.

The ideal candidate will have a High school diploma or GED equivalent; AND seven (7) years of progressively responsible road maintenance experience, which includes two (2) years of supervisory experience;; OR an equivalent combination of education, training, and experience.

Employment application and full job description can be found at www.scottcountyiowa.gov/hr

Applications will be accepted through October 9, 2022