



Bridge Crew Leader
Road and Bridge

RB/35
Pay Grade: 14

JOB SUMMARY

This position is responsible for supervising and participating in the work of a crew of personnel engaged in the repairing, constructing and maintaining all county bridges, culverts and cattle guards.

MAJOR DUTIES

- Conducts inspections to determine repairs/replacement of bridges and culvers and cattle guards.
- Creates a plan to detour vehicles to a different route to safely conduct the bridge/culvert or cattle guard repair.
- Prepares an estimate of materials and equipment to be used during construction.
- Coordinates the work for crew members during the bridge construction/repair.
- Prepares job site with traffic control devices and personnel.
- Responds to after hour emergencies.
- Performs any other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of county policies and procedures pertaining to bridge, culvert and, cattle guard maintenance and repair.
- Knowledge of bridge/culvert repair principles.
- Knowledge of bridge repair tools and equipment and, maintenance techniques.
- Knowledge of departmental and safety rules and regulations.
- Skill in oral and written communication.
- Skill in establishing safe work zones.
- Skill in the maintenance and repair of a variety of tools and equipment.

- Ability to communicate in English and Spanish.

SUPERVISORY CONTROLS

The Road and Bridge Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include county and departmental policies and procedures and supervisory instructions. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related supervisory and bridge/culver and cattle guard repair. Inclement weather, dangerous field conditions, and heavy traffic contribute to the complexity of the work.
- The purpose of this position is to supervise and participate in the work of a bridge crew. Successful performance helps ensure safe and serviceable bridges, culverts and cattle guards.

CONTACTS

- Contacts are typically with co-workers and the general public.
- Contacts are typically to give and exchange information and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting, standing, walking, bending, crouching, or stooping. The employee must use tools or equipment requiring a high degree of dexterity.
- The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, and inclement weather. The work requires the use of protective devices such as masks, goggles, gloves, safety helmet and ear protection.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Three years experience or service; preferred.
- High school diploma or GED from an accredited institution; preferred but not required.

OTHER REQUIREMENT/INFORMATION

- Must possess a valid and current driver's license.
- Drug and Alcohol Policy applies to this job. Pre-employment drug/alcohol testing, Motor Vehicle Record (MVR) and criminal background checks are required.
- This position *is covered* by Civil Service; therefore, is subject to the Civil Service Rules and Regulations in addition to all other Webb County policies.

ACKNOWLEDGEMENT

The undersigned have read, discussed and understand the full meaning of this job description and agree to abide by all terms and conditions herein expressed or implied.

Employee's Signature

Print Name

Date

Supervisor's Signature

Print Name

Date