

Jefferson County Commision, Birmingham Alabama

Sewer Construction/Maintenance Supervisor

Job close date

11/26/19

Resumes may be emailed to Adrienne Wormley-Davis @wormleydavis@jccal.org. Additionally, you can apply at www.jobsquest.org.

Necessary Qualifications

The following Minimum Qualifications are required for this job. You must demonstrate possession of these qualifications by providing a detailed description of your related experience in the work history section of your application. Please note that replicating or restating these minimum qualifications or the information from the Personnel Board's job description as your own work experience will result in your disqualification. Please describe your work experience in your own words to represent the work you have performed that is related to the minimum qualifications for this job.

- Driver's License.
- Experience supervising personnel involved in the construction and/or maintenance of a sanitary sewer collection systems.
- Experience preparing field reports of daily activities for documentation purposes.
- Experience working for a sanitary sewer collection system, to include ALL of the following:
 - Reading/interpreting sanitary sewer plans/maps and specifications.
 - Inspecting sewer lines to identify defects and determine appropriate repair or maintenance methods.
 - Resolving complaints from various individuals (e.g., property owners, contractors).

TYPICAL JOB DUTIES:

Supervises staff by assigning and distributing work, directing staff in their job duties, monitoring progress of work, providing feedback and/or training.

Coordinates and oversees field work relating to planning, constructing and maintenance of residential and commercial sewer lines, pump stations and treatment plants.

Performs administrative duties such as collecting and reviewing information, writing reports and researching equipment in order to maintain compliance with federal, state and county guidelines.

Prepares, monitors, and administers departmental or organizational budget by reviewing spending trends, expenditure reports, analyzing financial data and ensuring expenditures are within annual budgetary limits.

Serves as liaison between department and various entities (e.g., other departments, community citizens) by communicating relevant sewer-related information and maintaining positive relationships.

Ensures regular and routine maintenance of equipment and sanitary sewer facilities through inspections and communication with the maintenance department.

