

**Department of Transportation
JOB OPPORTUNITY**

REGION: Northern Region 5
JOB LOCATION: Houlton/Linneus
CREW: 71524
POSITION TYPE: Permanent Full-Time

DATE POSTED: November 12, 2009
DATE CLOSED: November 25, 2009
BULLETIN: NR-21-09
POSITION #: 25901039

REPOST

HIGHWAY CREW SUPERVISOR II

CODE: 9907 PAY GRADE: 17-19 (\$16.49 - \$22.05/hr.)

VALUE OF STATE-PAID HEALTH AND DENTAL INSURANCE (Employee Only)

100% State Contribution (employee pays nothing):

\$356.62 biweekly (Health: \$343.33 biweekly / Dental: \$13.29 biweekly)

95% State Contribution (employee pays 5%):

\$339.45 biweekly (Health: \$326.16 biweekly / Dental: \$13.29 biweekly)

90% State Contribution (employee pays 10%):

\$322.28 biweekly (Health: \$308.99 biweekly / Dental: \$13.29 biweekly)

Value of State's share of employee's retirement 19.96%

BRIEF JOB DESCRIPTION: This is maintenance and personal services work of a supervisory nature in overseeing a crew engaged in highway maintenance work. Responsibilities include planning, assigning, supervising, and inspecting highway maintenance projects; keeping administrative records and making reports; and monitoring materials and supplies and use of proper safety precautions. Work is performed under limited supervision.

MINIMUM QUALIFICATIONS: (Entry level knowledge, skills, and/or abilities may be acquired through, BUT ARE NOT LIMITED TO the following coursework/training and/or experience). A two (2) year combination of training, experience, and education in highway maintenance and/or construction, and a high school diploma or equivalent.

REQUIRED KNOWLEDGE: (These are required to successfully perform the work assigned).

- Knowledge of materials, methods, and equipment used in highway maintenance work.
- Knowledge of occupational hazards and safety precautions associated with highway maintenance work.
- Knowledge of departmental practices and procedures.
- Knowledge of applicable safety regulations and requirements.
- Knowledge of applicable environmental protection requirements.
- Ability to interpret basic blueprints.
- Ability to supervise subordinates.
- Ability to exercise good judgment.
- Ability to maintain records and make necessary reports.
- Ability to instruct subordinates in the use of highway maintenance equipment.

NECESSARY SPECIAL REQUIREMENTS:

Must complete the 30 hour OSHA Safety course in construction (20 CFR Part 1926)

Be willing to work any hours or any time, and any day, including holidays, as required, as driver, operator, or at manual labor as required

Must be able to be reached by landline/cell phone.

Live within a reasonable distance from winter headquarters. Employees in this class, as a condition of employment, must on the initial day of employment provide and wear safety boots while in work status, which meets the ANSI standard and which are at least six (6) inches in height.

APPLICATION PROCESS:

Persons who wish to be considered must submit letter of interest, current resume, and completed Direct Hire Application (PER-3) as well as a Highway Crew Supervisor Supplemental Questionnaire IN A SEALED envelope to:

Lynn Voisine, Personnel Specialist
Maine Department of Transportation
41 Rice Street
Presque Isle, Maine 04769

It will be the applicant's responsibility to ensure that applications are received or postmarked by closing date listed above. **PLEASE LIST BULLETIN NUMBER ON PER-3 WHEN APPLYING FOR POSITION.**

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