
Operational Supervisor



NOVEMBER 4, 2021

Umatilla County

<http://www.co.umatilla.or.us/departments/hr>

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An Equal Opportunity Employer



Umatilla County

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Operational Supervisor

Position # 21-60

SALARY: \$5,692.00/month- Plus Excellent Benefits
CLOSING: Open Until Filled- First Review 10/20/2021 (5:00pm)
DEPARTMENT: Public Works

Description:

This position will collaborate with the PW Director and Assistant PW Director to prioritize annual maintenance, capital improvement, equipment inventory, and project schedules to obtain maximum production while maintaining high standards of quality. Based on project schedules responsible for assigning work crews, meeting County standards, within budget and on-time, while maintaining a safe work environment. This is a working Supervisor position which will be expected to fill in where needed to operate equipment or provide general labor. Responsible for equipment fleet management. Continuously reviews and evaluates the condition of the highway system; investigates problems and recommends corrective action.

Requirements:

- High School diploma or GED and a minimum of four (4) years' experience in road maintenance and construction, including at least two (2) years in a supervisory capacity. Any combination of relevant education and experience may be considered.
- Thorough knowledge of highway engineering, road and bridge maintenance; methods, techniques and materials required for roadway, roadside, bridge and drainage construction and maintenance operations.
- Possess knowledge of drilling/blasting of rock quarries, the process of rock crushing and its proper application and specifications.
- Ability to operate and maintain all departmental equipment.
- Considerable knowledge of materials and equipment used in all types of road maintenance and construction.
- Ability to perform physical demanding work as necessary and routinely lift a minimum of 50 lbs.
- Experience and knowledge of asphalt and asphalt oils, their composition and applications as it pertains to road maintenance.
- Ability to read and interpret project drawings and specifications; documents such a safety rules; operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence; to speak and communicate both orally and in writing to individuals and groups such as professional organizations, public entities, governing bodies, senior management, employees, clients and the public.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Excellent problem-solving skills.
- Must have a valid driver's license. Valid CDL required within 12 months of hire.
- Demonstrated ability to identify problems and implement solutions quickly in high pressure

situations with professionalism.

- Skills in preparing written reports, evaluating facts in relation to laws, rules, regulations and policies.
- Use of Technology: Strong working knowledge of computer programs including but not limited to Excel, Word, Google, Adobe. Ability to adapt to new technologies; troubleshoot problems; and utilize technology to increase productivity and keep technical skills up to date as necessary for continued growth and success of the department.
- Must be a respectful member of the County team, which includes communicating and working effectively and appropriately with a variety of individuals or groups with diverse cultural beliefs, values, and behaviors.

Use of Umatilla County application is MANDATORY. Anyone who qualifies for Veterans' Preference in Public Employment provided for in OAR 839-006-0435; please include proper certification (OAR 839-006-0465) with your application. Any applicant with a disability who needs reasonable accommodation in any step of the application or hiring process to assist or to demonstrate qualifications or to perform the essential functions of the job for which the applicant is applying should inform the Human Resources Department. This job announcement is not intended to serve as a comprehensive job description. Blank applications and a complete job description can be obtained on our website at www.umatillacounty.net or the Human Resources Office, Room 108. Applications will be accepted by hand delivery, mail, fax, or email to hr@umatillacounty.net.

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