

HELP WANTED

Public Works Superintendent

POSITION: Public Works Superintendent – Reports to Administrator

MINIMUM QUALIFICATIONS: Bachelor's Degree or a minimum of 10 years public work's experience with a high school diploma and/or GED

JOB REQUIREMENTS: Knowledge of laws pertaining to governmental funds, public bid law, governmental ethics, public work's administration, safety practices, as well as a familiarity in computer systems and programs

SALARY: \$65,000 and up, depending on experience

JOB DUTIES:

1. Responsible for the overall supervision and administration of his/her department, including parish wide garbage, facility maintenance and road/bridge maintenance
2. Ensure safe work practices when performing work for the Parish
3. Responsible for maintenance of parish buildings, parks, boat launches, solid waste stations, parish roads, signs, bridges, cattle guards and drain culverts
4. Administer the Road Abandonment Program
5. Monitor parish assets during a parish declared emergency
6. Responsible for ensuring the Parish remains in compliance with DEQ regulations
7. Issue roadway permits
8. Utilize computer technology for work management and asset management
9. Supervise maintenance of Police Jury buildings, grounds, parks, and boat launches
10. Review and permit utility work, load limits in parish rights-of-way
11. Any other duties as required by the Administrator.