



Job Description

Job Title: Drainage Crew Chief

Name: Lawrence Morris

Department: Engineering

Reports To: County Engineer

Classification: Non-Exempt

Date: February 14, 2020

General Duties:

Supervises and participates in the activities of crew members and leaders involving the maintenance of county gravel road and bridges, installation of culverts and drainage associated with all county roads.

Essential Duties and Responsibilities:

1. Responsible for workflow on tracking daily documentation on record keeping forms.
2. Coordinates, organizes, directs and participates in the work activities on specific project areas.
3. Prepares work plans for crew members and leaders.
4. Accepts and performs other work as assigned.
5. Responsible for crew safety including the installation of all applicable temporary construction signage needed.

Education and Experience:

High School Diploma or equivalent is required. Five years relevant experience required with two years or more in supervisory is preferred.

Knowledge, Skills and Abilities:

- Must be able to operate a variety of equipment used in drainage operations, including but not limited to a backhoe, track hoe, vibratory tamp and dump truck.
- Work Environment/Conditions In the performance of the job duties, the employee will work in a variety of environments including construction sites and natural resource areas.
- This position will primarily work outside in all types of weather conditions and environments and is exposed to wet and/or humid conditions, fumes or airborne particles, and vibration.
- The noise level in the environment is quiet to loud.
- Physical Demand (With or Without Reasonable Accommodation) The employee must frequently lift and/or move up to 50 pounds.

- While performing the duties of this job, the employee is required to stand; walk; use hands to handle, feel or operate objects, tools or controls; reach with hands and arms; sit; climb or balance; stoop, kneel, crouch or crawl; talk, hear; and smell.
- Equipment operation and trades work, or an equivalent combination of education and experience.
- Travel

Required:

Must be able to pass a background investigation check and a drug screening test and possess a current State of Mississippi commercial driver's license.

EQUAL EMPLOYMENT OPPORTUNITY