

PLEASE POST

#2024-48

JOB OPENING

TITLE: **GENERAL CREW CHIEF**
(Non-Competitive/Permanent)

DEPARTMENT: Central Garage

SALARY: Pursuant to the TCSU Contract

SHIFT: Monday through Friday, 5:45 am through 2:00 pm
*Must be subject to call on 24-hour basis including Saturdays, Sundays,
and Holidays

DATE: June 21, 2024

DISTINGUISHING FEATURES OF THE CLASS

The work involves supervising the activities concerned with the installation, construction, repair and maintenance of municipality's facilities. Under the general supervision of the municipal board, supervises a Crew Chief, Working Crew Chief and/or skilled or unskilled employees in the maintenance and upkeep of public buildings, streets, parks, sanitation and water lines and in the proper operation of a municipality water pumping station. Does related work as required.

TYPICAL WORK ACTIVITIES

Supervises the construction and maintenance of all streets and walks including grading, leveling, oiling and graveling of streets;
Supervises repair and maintenance of all buildings, equipment and property;
Supervises maintenance construction of park grounds, equipment and buildings;
Supervises installation and upkeep of all parking and/or water meters;
Supervises snow removal, tree trimming, and street cleaning;
Supervises skilled employees in the operation and maintenance of water filter plant;
Supervises installation tie-in, and repair of water lines, sewer lines and storm drains;
Required to keep time and material records, water recordings and measurements, and to prepare purchase orders for necessary parts and equipment;
Supervises work of employees, makes assignments, checks results, maintains discipline and prepares reports and records for submission to the municipal board.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Comprehensive knowledge of the operation and maintenance of various types of public facilities in a municipality; some knowledge of construction and maintenance methods and equipment; good knowledge of methods, procedures, and terminology used in the operation and maintenance of water systems; ability to plan, lay out and supervise the work of others; good knowledge of the operation and maintenance of mechanical and motorized equipment; ability to read and draft plans and sketches; mechanical aptitude; industry; initiative; dependability; tact; mature judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

Elementary education and eight (8) years of maintenance or construction experience, three (3) years of which shall have been in a supervisory capacity or in the operation of motor equipment.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.

THIS NOTICE IS POSTED IN COMPLIANCE WITH THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF CHEEKTOWAGA AND THE TOWN OF CHEEKTOWAGA SUPERVISORY UNIT AND SHALL REMAIN POSTED FOR A PERIOD OF TEN (10) WORKING DAYS. PLEASE SUBMIT AN ORIGINAL BID APPLICATION ADDRESSED TO THE PERSONNEL DEPARTMENT AND COPIES TO THE PRESIDENT OF THE TOWN OF CHEEKTOWAGA SUPERVISORY UNIT (Mark Christel) AND THE CENTRAL GARAGE GENERAL CREW CHIEF (Kevin Gozdzia).