

COUNTY OF SANTA CRUZ

INVITES YOU TO APPLY FOR:



Road Superintendent

Open and Promotional

Job #20-MV8-01

Supplemental Questionnaire Required

Salary: \$8,637 - 11,533 Month

Closing Date: October 16, 2020

THE JOB: Under direction, to plan, organize and direct the County road maintenance program; to direct, through subordinate supervisors, the work of a large staff engaged in a wide variety of road maintenance and road repair activities; and to do other work as required. **Effective July 11, 2020, positions in this job classification will be furloughed by 7.5%*

THE REQUIREMENTS: Any combination of education and experience that would provide the required knowledge and abilities, is qualifying. A typical way to obtain the knowledge and abilities would be:

Six years of experience in road maintenance or construction work, including two years performing duties comparable to those of a Public Works Supervisor in Santa Cruz County or performing duties which would demonstrate application or possession of the knowledge and abilities listed for Road Superintendent in Santa Cruz County.

SPECIAL REQUIREMENTS, CONDITIONS:

Possession of an appropriate California operator's license issued by the State Department of Motor Vehicles.

Knowledge: Thorough knowledge of methods, equipment and materials used in road maintenance operations; methods of estimating costs of road maintenance projects; the capabilities, operation and maintenance of light and heavy road construction equipment; accepted safety practices in road maintenance work; general knowledge of budgeting techniques; and of the principles of supervision, training and personnel management.

Ability to: Plan, organize and administer extensive road maintenance program; coordinate and direct the work of a large staff engaged in a variety of road maintenance and repair activities; understand and interpret engineering plans and specifications; prepare reports and correspondence; maintain accurate records; and establish and maintain effective working relationships with those contacted in the course of work.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060

Apply online at: www.santacruzcountyjobs.com

EQUAL OPPORTUNITY EMPLOYER

Women, minorities and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require Fingerprinting and/or Background Investigation.

EMPLOYEE BENEFITS:

VACATION - 16 days 1st year, increasing to 31 days per year after 15 years service. Available after 1 year service.

ADMINISTRATIVE LEAVE – One week advanced upon appointment; two weeks accrued each year; can be taken in cash or time off.

HOLIDAYS - 13 paid holidays per year.

SICK LEAVE - Six days per year.

BEREAVEMENT LEAVE - 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN - County pays for employee and eligible dependent coverage.

VISION PLAN - The County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT AND SOCIAL SECURITY - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE - County paid \$50,000 term policy. Employee may purchase additional life insurance.

LONG TERM DISABILITY PLAN - Plan pays 66 2/3% of the first \$13,500, up to \$9,000 per month maximum.

DEPENDENT-CARE PLAN - Employees who pay for qualifying child or dependent care expenses may elect this pre-tax program.

H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

Road Superintendent - SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

Answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. Describe your training and experience that demonstrates your ability to plan, schedule, direct, supervise, communicate, train, manage, and evaluate the work of subordinates. Include the number of staff you supervised, their titles, what types of computer software or hardware you found helpful, and the scope of your responsibility.
2. Give an example of your experience that demonstrated the use of technology for long-range planning and scheduling of work for crews involved in various assignments.
3. Describe your experience in budgeting and estimating costs for a large project. Include the skills, methods, and tools you used to calculate labor, equipment, and materials.
4. Describe a specific work experience that demonstrated your knowledge of dispatching crews during a major emergency. In your response, please describe the communication, technology, collaboration with other agencies, and other aspects involved in managing an emergency response.

Note: The provisions of this bulletin do not constitute an expressed or implied contract.

An Equal Opportunity Employer

County of Santa Cruz
www.santacruzcountyjobs.com

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