



EMPLOYMENT OPPORTUNITY

Job Title: Public Works Supervisor/Operations
Hiring Range: Grade 22, \$43,969 - \$53,983 (\$21.14-\$25.95) DOE
Status: Full-time, non-exempt position
Application Deadline: September 28th at 4:30 pm

General Statement of Duties

Performs responsible technical and supervisory work organizing and directing day-to-day field operations of the solid waste collection and disposal for the Public Works Department.

Distinguishing Features of the Class

An employee in this class plans, organizes and supervises the day-to-day operations of employees engaged solid waste activities. Work includes assisting in developing budget recommendations; ordering supplies; teaching and training employees in subject areas such as safety and work methods; handling citizen complaints; preparation of required reports and coordination with contractors on municipal projects. Performs work in coordination with the Public Works Director and other town officials. The employee is subject to working in inside and outside environments in extreme weather, and exposure to various hazards such as street traffic, loud noises, vibration, moving mechanical parts, electrical current, chemicals, odors, dusts, mists, and oils. Performs work under the direction of the Public Works Director who evaluates performance by review of reports, observation of work in progress as well as completed and by acceptance of the community and employees.

Physical Requirements

Must be able to perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking and hearing. Must be able to perform heavy work exerting up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Must possess the visual acuity to operate motorized equipment, operate a computer, read maps and plans, compile data and figures.

Desirable Education and Experience

Graduation from high school supplemented by some college or technical school training and supervisory experience in solid waste management and facilities maintenance and repair; or an equivalent combination of education and experience. Possession of a valid appropriate North Carolina driver's license.

How to Apply: Please submit a completed employment application, which can be found on the town's website, www.oakislandnc.com under the Job Opportunity page. Applications can be emailed, faxed, or mailed (see below).

Where to Apply: Town of Oak Island
Attn: Human Resources
4601 E. Oak Island Drive
Oak Island, NC 28465
Telephone: (910) 201-8014
Fax: (910) 278-9542
Email: HR@oakislandnc.com