

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title:	Foreman – Equipment/Asphalt/Moving
Pay Table:	Support
Pay Grade:	17
FLSA Status:	TBD
Job Code:	604
Reports to:	Maintenance Coordinator

JOB SUMMARY

Under the direction of the Maintenance Coordinator the Foreman – Equipment/Asphalt/Moving has responsibility for and assists with moving portables, heavy equipment operations, and asphalt assessment.

ESSENTIAL JOB FUNCTIONS

- Assigns jobs to equipment employees and coordinates work schedules.
- Trains and supervises employees and performs employee evaluations.
- Prices and orders parts for jobs.
- Troubleshoots and repairs trucks, tractors, and other vehicles along with the associated equipment (i.e., hydraulics on trucks and tractors, electrical systems).
- Supervises and assists with excavation projects, using backhoes, dump trucks, and other equipment. Organizes drainage projects and installs drains.
- Supervises and operates snowplows. Performs snow removal and ice control.
- Welds mild steel, aluminum, stainless and cast. Fabricates and installs equipment (i.e., baseball backstops and vehicle hitches).
- Evaluates asphalt conditions.
- Pulls large portable classroom trailers and verifies trip permits and routes.
- Orders supplies for jobs.
- Orders and makes sure signage is installed.

MINIMUM REQUIREMENTS

- Formal apprenticeship preferred.
- Four (4) years of experience related to the above tasks, knowledge, skills and abilities or an equivalent combination of education and experience.
- Commercial driver's license.
- Journeyman certificate preferred.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read, write and perform basic mathematical calculations.
- Knowledge of welding, metals, and ability to use construction equipment.
- Knowledge of asphalt.
- Basic knowledge of plumbing.
- Knowledge of material safety data sheets (MSDS) preferred.
- Ability to prepare and/or process purchase orders.
- Ability to maintain inventory or property.
- Ability to use small office equipment and computers.

PHYSICAL DEMANDS

Very heavy work: Exerting in excess of 100 pounds of force occasionally and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: balancing, climbing, crawling, crouching, feeling, fingering, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in an environment with heavy equipment and machinery that could result in bodily harm to co-workers or others.

The Davis School District has the right to revise this position description at any time.