

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** ASSISTANT PUBLIC WORKS SUPERVISOR

**TITLE #:** 1056

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for a variety of public work activities including assumption of supervisory responsibilities. Work is performed under general supervision with leeway for independent judgment in routine assignments. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Operates a motor vehicle in connection with snow removal, or the transportation of stone, gravel or other supplies and equipment;

Operates a tractor/truck with trailer, snow blower, bulldozer, concrete mixer, stone crusher, or other attached equipment;

Performs manual labor such as loading, unloading, digging and related activities;

Supervises and participates in the maintenance of road equipment;

Supervises the work of road crew in the absence of the designated supervisor.

When assigned to the Village of Florida:

May perform water plant treatment operator duties, on an as needed basis, with possession of the appropriate certification issued under the provisions of the New York State Sanitary Code.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the operation and maintenance of a variety of motor equipment; working knowledge of road construction and maintenance work; ability to supervise the work of others; ability to follow oral and written instructions; ability to keep records and make reports; mechanical aptitude; dependability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from high school or possession of a high school equivalency diploma and two (2) years experience in Public Works activities; OR
- (B) Six (6) years experience in Public Works activities.

**SPECIAL REQUIREMENT:** Possess and maintain a valid driver's license in a class appropriate to the requirements of the Appointing Authority.

**NOTE:** When assigned to the Village of Florida, may be required to possess a Grade D certification issued under the provisions of the New York Sanitary Code.

**JURISDICTIONAL CLASS:** Non-Competitive in Towns and Villages.

**REVISED:** 04/07/23 Id