NOTICE OF JOB OPENING

Posting Begins | August 20, 2020 | Posting Ends | September 9, 2020

Position Title | OPERATIONS SUPERVISOR

Department | Public Works | Division | Street

| New Position | X Full-time | 40 Hrs./Week |
| X Replacement | Part-time A | Hrs./Week |
| Seasonal Temporary | Part-time B | Hrs./Week |

Location of Position | Street Division-Centralized Garage

BRIEF JOB DESCRIPTION: Incumbent is responsible for supervising, coordinating and monitoring the day-to-day operations in one of the following Street Division units: street preservation; traffic/sweeping; or special services. Develops work plans and schedules, allocates resources, ensures quality assurance of work completed, and coordinates with other agencies as required. Provides guidance to employees regarding work assignments; communicates with superintendent regarding job progress; ensures compliance with safety rules; establishes work orders; delegates tasks; coordinates training for employees; performs employee evaluations. Communicates and coordinates regularly with appropriate staff to maximize the effectiveness and efficiency of departmental operations. Responds to citizens and other inquiries, concerns and requests. Performs other duties as required.

MINIMUM QUALIFICATIONS: High School Diploma or General Equivalency Degree (G.E.D) and two to five years of related experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of this position.

SUCCESSFUL APPLICANT IS REQUIRED TO TAKE PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.

Salary Range | $3,548.13-$4,641.87/mo. | PI # 2655 | Class. Code 4125

EXTEND 9/3/2020

The Unified Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment. MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE. PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY. The Unified Government of Wyandotte County/Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce. EOE