



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zurly
Director

TITLE: **GENERAL FOREMAN**
(Provisional* Appointment)

SALARY: \$53,072 – \$72,885 annually

LOCATION: Monroe County Department of Transportation

JOB SUMMARY:

This position is responsible for reviewing and coordinating highway and bridge construction, maintenance, and repair activities for the Department of Transportation. Activities include investigating, prioritizing and recommending repair work for service requests and other highway/culvert/bridge maintenance work. This position coordinates the manpower and equipment necessary to accomplish the work and coordinates with other county, state and town personnel. The employee reports directly to, and works under general supervision of a senior level employee. General supervision is exercised over subordinate staff. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, plus EITHER:

(A) Six (6) years paid full-time or its part-time equivalent experience in EITHER:

Highway construction and maintenance; OR:

Bridge/culvert construction and maintenance; one (1) year of which in either capacity must have been in a lead role capacity**; OR,

(B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Civil Engineering Technology and three (3) years' experience as defined in (A) above, one (1) year of which in either capacity must have been in a lead role capacity**; OR,

(C) Any equivalent combination of education and experience as defined by the limits of (A) or (B) above.

**Lead role capacity is defined as someone who participates and leads and/or trains work crews, oversees projects, and/or directs and coordinates the work of others.

SPECIAL REQUIREMENTS:

Possession of a valid New York State CDL B license at time of appointment.

SPECIAL REQUIREMENTS (continued):

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: November 17, 2023

Posting Deadline: December 8, 2023

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.