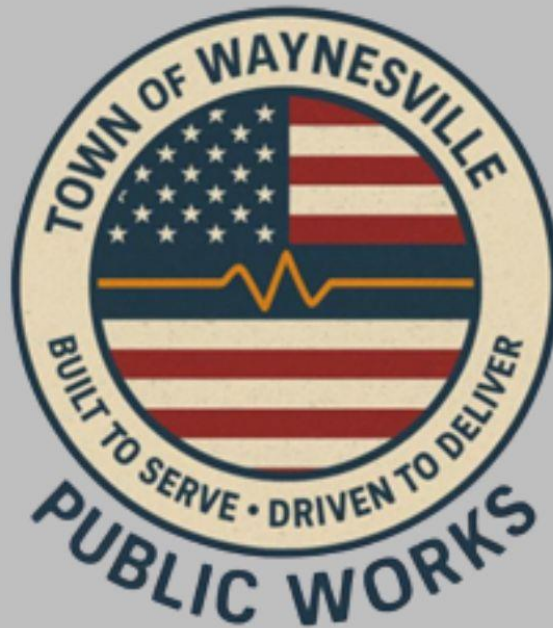


August 2025



Streets Supervisor
\$55,173.36 - \$88,277.38 DOE



The Town of Waynesville, NC

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.

Streets Supervisor

Department: Public Works – Streets Division

Reports To: Deputy Director of Public Works - Operations

Pay Grade: 69: \$55,173.36 - \$88,277.38

FLSA Status: Non-Exempt

Position Summary

The Town of Waynesville is seeking a hands-on, experienced, and safety-focused individual to serve as Streets Supervisor. This position is responsible for supervising street maintenance operations including paving, patching, sidewalk repairs, right-of-way maintenance, drainage maintenance, and snow/ice removal.

KEY RESPONSIBILITIES:

Field Operations & Infrastructure Management

- Supervise daily tasks related to street resurfacing, pothole repair, drainage, and sidewalk maintenance.
- Plan and coordinate emergency storm response, snow/ice operations, and seasonal clean-ups.

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- Ensure safety of work zones and compliance with MUTCD standards.

Personnel Supervision and Scheduling

- Assign daily work orders and crew duties.
- Conduct performance evaluations and ensure staff follow safety and operational guidelines.
- Maintain training records and promote continuing education opportunities.

Asset and Equipment Management

- Oversee maintenance and readiness of dump trucks, loaders, backhoes, and other heavy equipment.
- Ensure preventive maintenance is conducted regularly and documented.

Customer and Interdepartmental Communication

- Coordinate with engineering and inspections teams on road projects.
- Respond to citizen complaints and track service requests in work order software.

REQUIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- High school diploma or GED required.
- Five (5) years of streets or construction-related experience.
- Two (2) years of crew leadership or supervisory experience preferred.

Certification Requirements:

- Valid North Carolina CDL or ability to obtain within 6 months.
- Work Zone Safety and Flagging Certification preferred.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Strong knowledge of road maintenance practices and worksite safety.
- Ability to read blueprints and site plans.
- Familiarity with GPS-based fleet tracking and CMMS.
- Capable of operating heavy equipment and leading multi-skilled crews.

INVOLVEMENT WITH DATA, PEOPLE, AND THINGS

DATA: Maintains records of daily street maintenance activities, service requests, equipment usage, and project timelines using work order systems and spreadsheets.

PEOPLE: Supervises street maintenance crews and coordinates with engineers, other Town departments, contractors, and the general public.

THINGS: Oversees the use and maintenance of heavy equipment, tools, traffic control devices, and materials related to street construction and repair.

COGNITIVE REQUIREMENTS

- **REASONING:** Applies judgment to resolve jobsite challenges, prioritize assignments, and adjust schedules in response to weather or emergencies.
 - **MATHEMATICS:** Uses basic geometry and measurement for calculating areas, materials, and estimating project requirements.
 - **LANGUAGE:** Drafts reports, communicates safety instructions, and clearly relays project updates to both technical staff and the public.
 - **MENTAL:** Balances routine maintenance schedules with reactive response to hazards, emergencies, or unexpected infrastructure failures.
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PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

- **PHYSICAL:** Must lift and carry up to 75 lbs., bend, stoop, operate machinery, and perform work outdoors for extended periods.
 - **ENVIRONMENTAL:** Regular exposure to dust, loud noise, extreme weather, traffic hazards, and construction-related risks.
 - **SENSORY:** Requires normal vision, hearing, and spatial awareness for operating vehicles, equipment, and maintaining a safe jobsite.
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JUDGMENTS AND DECISIONS

This position exercises independent judgment in field operations, safety enforcement, and personnel assignments. Decisions impact public safety, road conditions, and service quality.

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ADA COMPLIANCE

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodation for qualified individuals with disabilities. Prospective and current employees are encouraged to discuss accommodation.

The Town of Waynesville has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Interested applicants may submit an application to:

**Town of Waynesville,
Brittany Angel, HR Coordinator
Human Resources Department**

16 S. Main Street

Waynesville, NC 28786

Or via email to bangel@waynesvillenc.gov