

## Bridge Foreman II

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### **DEFINITION**

Work of this class includes planning, scheduling, coordinating, inspecting, assigning, and supervising the work of crews engaged in bridge maintenance and repair throughout the city. In accordance with established policies and work commitments, the incumbent exercises independence in determining work priorities. Responsibilities include providing technical advice to subordinates, making recommendations for crew discipline, monitoring employee training, approving overtime, and ensuring adherence to established safety standards. Incumbents check and complete daily reports which include cost sheets, time sheets, and work progress reports.

Work of this class differs from that of the Bridge Foreman I by the size and scope of the projects. Bridge Foremen II may supervise Bridge Foremen I, and must determine crew size for any particular project. Supervision is received through verbal discussions and through plans, work orders, blueprints, sketches, and so on. Work in progress may be checked by a superior to ensure compliance with established schedules and standards.

### **TYPICAL DUTIES\***

Coordinates, assigns, and supervises the work of subordinate foremen and their respective crews engaged in bridge maintenance and repair. Assists subordinates in solving problems that arise during work projects.

Ensures that adequate materials, equipment, and tools are available for projects, and that equipment is operating properly.

Ensures employee adherence to appropriate safety precautions and regulations.

Checks and completes applicable daily reports.

Performs other related duties as required.

### **KNOWLEDGE, ABILITIES AND SKILLS**

Considerable knowledge of the standard methods, materials, tools, and equipment used in bridge maintenance and repair.

Considerable knowledge of the relevant occupational hazards and safety precautions.

Ability to plan, schedule, assign, and supervise the work of subordinates.

Ability to understand and execute oral and written instructions, and to work from plans and specifications.

Ability to communicate orally and in writing.

Ability to maintain simple records.

Sufficient physical strength and agility to perform the work of the class.

**TRAINING AND EXPERIENCE REQUIREMENTS****Job Level**

Completion of the twelfth school grade, or an equivalent combination of training and experience. Five years of progressively responsible experience in bridge work, including demonstrated supervisory ability. Completion of the N.A.I.T. Foremanship Levels I, II, and III, or completion of an equivalent training course recognized by the City of Edmonton. Possession of a valid Class 3 Alberta Motor Vehicle Operator's License.

*\* This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

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Salary Plan	<u>10M</u>	<u>10A</u>	<u>10B</u>	<u>10C</u>
Job Code	0179			

Last Updated:

Previous Updates:

Originated:

1991/08