**Employment Opportunity:** Highway Superintendent

**Posting Type:** Open Announcement

**Closing Date:** Open until filled

**Starting Wage:** $50,000 plus depending on experience

**Application Procedures:** Please submit an application or Resume to:

Walworth County Auditor / 4304 4th Ave, PO Box 199, Selby SD 57472

**HIGHWAY SUPERINTENDENT**

**Position Objective**

The Highway Superintendent performs professional and administrative supervision and engineering work in directing the planning, design, construction, maintenance, improvement, and repair of County highways, roads and bridges. The incumbent provides leadership to establish and achieve effective and strategic vision for the Highway Department.

This is an appointive position; the incumbent serves at the pleasure of the Board of County Commissioners pursuant to SDCL 7-8-20.

**Essential Functions** – Responsibilities include ensuring proper care of all County highways, roads and bridges; supervising technical, skilled craft, and maintenance technician workers; preparing budgets; managing, developing and implementing county and department policies/procedures.

* Actively involved in all personnel decisions including but not limited to; hiring, performance evaluations, disciplinary action, workload requirements, maintaining employee morale, and promoting workplace safety.
* Contract negotiation and administration, public relations, design and implementation of repair strategies.
* Develop bid documents, cooperative agreements, and other transactions with other agencies and units of government, private businesses, subcontractors and project consultants.
* Direct short and long range planning, programming, implementation and evaluation of operations and programs for County initiatives.
* Coordinate county highway activities with the involved municipalities.
* Ensure compliance with Federal, State and County standards and general policy established by the Walworth County commission and the rules and regulations of the SD Department of Transportation.
* Must have the ability to work with the public to develop and maintain effective and positive public relations
* Be willing and able to handle calls and go out 24 hours a day, seven days a week in times of emergencies and/or inclement weather.
* Drive truck, haul gravel, plow snow, run heavy equipment, and other similar tasks.
* Must have or be able to obtain a CDL and a Highway Superintendent Certification.
* The appointed individual will need to reside in Walworth County to accept the position.

*This job specification should not be construed to imply that these requirements are the exclusive duties of the position. Incumbents may be required to follow any other instructions, and to perform any other related duties, as may be required.*

**Experience and/or Education –** Bachelor’s degree in Construction Management, Civil Engineering or directly related field, and/or 10 years’ experience of increasing responsibility in highway construction and managing of construction or government operations. *An equivalent of education and experience will be considered.*