

Borough of Mechanicsburg
Public Works Superintendent

General Description

This position will supervisory work performed by our Public Works Maintenance Employees assigned to the Highway and Parks Department. The supervisor will oversee maintenance and repair of streets, buildings, and parks. This position will be responsible for procuring materials and expending funds in accordance with the adopted Borough budget. This position will work in conjunction with Borough Management Staff on long term goals and improvements to Borough facilities.

Skills and Experience Required

1. Ability to assign job tasks to work force, monitor progress and inspect completed projects.
2. Knowledge of the operation and general maintenance of construction vehicles and equipment.
3. Knowledge of snow plowing, leaf collection, sign installation and general road maintenance required.
4. General knowledge of basic landscaping, carpentry and building maintenance required.
5. Ability to monitor use of PTO in accordance with a Union Contract and review and approve time sheets.

Minimum Qualifications

Applicant must have a high school diploma or GED equivalent. Three years of supervisory experience is recommended. Basic Computer skills are required. A valid PA Drivers License is required, CDL license is preferred.

Please forward resume and salary requirements to the Borough Manager Roger Ciecierski
rciecierski@mechanicsburg.org