



LEWIS COUNTY EMPLOYMENT OPPORTUNITY

Department: **Public Works**

Position: **Traffic Control Supervisor**

Who May Apply: **Any Qualified Public Works Employee**

Employment Status: **Regular/Full-time**

Salary Range: **Grade 22: \$4,084 – \$4,292/mo. (DOQ)**

Full Salary Range: **Grade 22: \$4,084 - \$5,493/mo.**

Posting Opens: **September 15, 2017**

Closing Date: **September 29, 2017 at 4:00PM**

DEPARTMENT / OFFICE

The position is available in the Lewis County Public Works Department, Traffic Control Maintenance Shop, 111 Forest Napavine Road, Chehalis.

POSITION SUMMARY

Under general supervision, plans, schedules and supervises work crews performing sign fabrication and maintenance, pavement striping, installation and repair of traffic signs and control devices, and providing traffic control at job sites. Supervises and inspects projects and special assignments to assure work quality and timely accomplishment of assigned duties and responsibilities; coordinates a variety of administrative activities, including employee scheduling, payroll reporting and report processing; orders materials and supplies inventory; prepares daily activity and material usage reports; responds to emergencies and coordinate county resources according to plans and needs; dispatches and accounts for crew activity during emergency events. See www.lewiscountywa.gov/jobs for complete job description and requirements. This position is represented by the Teamsters Union Local 252, Supervisors Collective Bargaining Unit.

HOW TO APPLY

Application materials and job description are available online at www.lewiscountywa.gov/jobs or pick up an application package between the hours of 8:00 a.m. and 5:00 p.m. at:

Lewis County Public Works Department
2025 NE Kresky Avenue
Chehalis, WA 98532

Applicants with disabilities who need accommodation with the application and/or selection process should contact the ADA Coordinator, Human Resources at (360)740-1408 or (360) 740-1480 TTY.

Lewis County is an equal opportunity employer that provides access, free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information or any other basis protected by law in employment or provisions of services.

WHO MAY APPLY

This recruitment is open to any qualified Public Works employee who meets the minimum qualifications and can perform the essential functions and possesses the knowledge, skills and abilities as identified in the job description.

MINIMUM REQUIREMENTS

- High School Diploma or GED equivalent; AND five (5) years' of experience as a Traffic Control Specialist, including two (2) years' experience as a TCS III or similar experience
- Valid Driver's License w/ Class A CDL
- Valid Washington State Traffic Control Flagger Card
- Multiple International Municipal Signal Association (IMSA) certifications (must be completed within one year of employment)
- Must complete County Road Administration Board (CRAB) and First Aid/CPR training programs.

Desirable Qualifications:

- Knowledge of Federal, State, and County laws, regulations, policies, and procedures governing public works projects, including County Road Administration Board (CRAB) regulations and standards.

APPLICATION REQUIREMENTS

The following items are **REQUIRED** for your application to be considered complete and for you to be considered for this recruitment. **Note: ALL sections of the application must be complete. "See resume" is not acceptable.**

- ✓ **Lewis County Employment Application**
- ✓ **Authorization to Release Information**
- ✓ **Cover Letter**
- ✓ **Resume**

Return completed and signed application materials to the Public Works Department, 2025 NE Kresky Ave, Chehalis, WA. Late applications will not be accepted. Applications may be emailed to Lisa.Delio@lewiscountywa.gov or faxed to [360-740-2741](tel:360-740-2741) providing a signed hard copy follows within 5 business days. If completing the application online, hard copies are not necessary.

Note: The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.