

**CITY OF POMPANO BEACH
CLASS DESCRIPTION**

JOB CODE 505

IRRIGATION FOREMAN

GENERAL

Supervisory and manual work in irrigation repairs and installations. Work is performed under general supervision of a division

EXAMPLES OF ESSENTIAL DUTIES

The examples as listed are descriptions of essential functions and are not necessarily all inclusive. The omission of an essential function of work does not preclude management from assigning duties not listed herein. Assigned duties, which are essential function of work not listed herein, are permissible if such functions are a logical assignment to the position.

- Plans work, assigns men to jobs, secures needed tools, equipment, supplies and materials.
- Enforces safety procedures and precautions.
- Works from written work orders, oral instructions or from blueprints, layouts and sketches.
- Investigates complaints and endeavors to maintain good public relations.
- Keeps time and material records and makes reports.
- Supervises and participates in maintenance and installations of manual and automatic irrigation systems.
- Operates such equipment as backhoe, trencher, loader and truck.
- Performs other related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of the methods, practices and techniques used in the work assigned.
- Knowledge of the materials, tools and equipment and of the occupational hazards and safety precautions necessary.
- Skill in the operation of equipment and the applicable tools.
- Ability to supervise. Ability to work from written or verbal orders, blueprints, sketches and layouts. Ability to keep records and make reports.
- Ability to establish and maintain effective working relationships.
- Ability to serve the public and fellow employees with honesty and integrity in full accord with the letter and spirit of all city ethics and conflicts of interest policies. A strong understanding of ethical behavior is required.
- Ability to establish and maintain effective working relationships with the general public, co-workers, city officials and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, sex, disability or political affiliation.
- Ability to maintain regular and punctual attendance.

MINIMUM QUALIFICATIONS

Graduation from high school. Extensive experience in irrigation related work. Possession of irrigation installation contractor license.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, sitting, standing, pushing, and pulling.

SPECIAL REQUIREMENTS

Possession of a valid, appropriate (Class B) driver's license and an acceptable driving record.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Rev 12/16

Bargaining Unit: Bargaining

FLSA: Non-Exempt

Pay Grade/Group: 23/42

Location: Public Works Department

GERS: Regular: Regular Class