**COUNTY OF NEWBERRY**

COURTHOUSE ANNEX, COLLEGE STREET

POST OFFICE BOX 156

NEWBERRY, SOUTH CAROLINA 29108

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# VACANCY ANNOUNCEMENT

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**DIVISION:** Public Works Department

**JOB LOCATION:** 270 Public Works Drive, Newberry, SC

**POSITION:** Crew Leader

**HOURS WORKED PER WEEK:** Regular Full-time, 40 hours per week

**SALARY:** $ 52,000

**CONTACT PERSON:** Katherine Cook, Director of Human Resources (803) 321-2100

**POSITION DESCRIPTION:** Plans, supervises, and evaluates the activities of a crew and/or crews of skilled and semi-skilled maintenance workers involved in various maintenance activities on roads maintained by Newberry County Public Works. Activities include but are not limited to asphalt repair, grading, vegetation maintenance, drainage repair and construction, and debris/tree management.

**MINIMUM TRAINING AND EXPERIENCE:** Require**s** a high school diploma or GED equivalent. Six to nine years of experience in maintenance and construction work involving the use of heavy equipment. Proficient in use of heavy equipment such as backhoes, excavators and bulldozers. Competent computer skills and experience with Microsoft Office programs. Must possess and maintain a valid S.C. driver’s license with CDL class “A” endorsement or be able to obtain a state CDL driver’s license within six months from date of employment.

**GENERAL INSTRUCTIONS:** Applications will be accepted for this position until filled. Newberry County Employment Applications may be obtained by visiting [www.newberrycounty.net](http://www.newberrycounty.net) or by contacting the Human Resources Office at 1309 College Street, Newberry SC, 29108. **A resume may be included but will not be accepted in lieu of a Newberry County Employment Application. Applicants indicating college credit, degree(s) or specialized training on the application shall provide an official copy of related documents should they be selected for the position. Newberry County conducts background checks and tests for the use of illegal substances.**

# THE COUNTY OF NEWBERRY IS AN EQUAL OPPORTUNITY EMPLOYER

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