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Job Specification 01021

CHIEF BRIDGE OPERATOR

DEFINITION

Under direction, oversees the staff and operation of movable bridges; does other related duties.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Oversees all personnel on all shifts of a drawbridge.

Provides assignments and instructions to drawbridge personnel.

Maintains equipment, materials and supplies needed for the operation of movable bridges

Provides advice and assistance in emergency situations.

Prepares reports relating to the operation and maintenance of the drawbridge.

Inspects pier and bridge fenders for damage.

Visits drawbridge periodically on a twenty-four hour call of duty basis.

Handles situations and emergencies as they arise on a twenty-four hour call of duty basis.

Consults with county engineers regarding specific problems and compliance of the department's policies.

Maintains work schedule for drawbridge personnel.

Prepares reports.

Establishes and maintains records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

EXPERIENCE:

Three (3) years of experience in the operation and maintenance of movable bridges.

LICENSE:

Appointees will be required to possess a driver's license valid in NJ only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES:

Knowledge of the procedures used in operating a drawbridge.

Knowledge of the procedures used in testing, inspecting and performing minor maintenance on bridge equipment.

Knowledge of the problems which occur in planning work schedules.

Ability to analyze drawbridge operation problems.

Ability to assign work and instruct employees.

Ability to develop work schedules and procedures for all drawbridge personnel.

Ability to prepare reports.

Ability to establish and maintain records and files.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

CODES: LG - 01021 MCK 11/5/01

This job specification is for local government use only.
