

Town of Chester - Supervisor of Roads (full-time)

Posted: August 8th, 2022

The Town of Chester, New Hampshire, invites qualified applicants to apply for a full-time position as Supervisor of Roads. There are approximately 56 miles of public roads in Chester. The town has a population of 5,232.

The Supervisor of Roads will be responsible for planning, directing, and executing the functions and operations of the Highway division, which includes roads and related infrastructure and fleet maintenance. The Supervisor will, with considerable independence, initiative, and judgment: 1) manage and participate in the day-to-day maintenance of highway infrastructure, including winter maintenance and around-the-clock service to repair acts of nature or other conditions which threaten public safety; and 2) provide professional multi-year planning, engineering, budgeting, financial and regulatory compliance and approval, competitive bidding, hands-on monitoring of contractors, and day-to-day management of major construction and repair projects. The Supervisor will work closely with Town departments and employees, county, state, and federal government officials, vendors, contractors, Town citizens and local businesses, and others. The Supervisor will work within a complex legal framework including ordinances, policies, and local, state, and federal laws and regulations.

A successful candidate will have the following:

- Excellent Management skills – Demonstrated management and supervisory skills with a minimum of five (5) years of increasingly responsible operating and administrative experience in public infrastructure, construction, or civil engineering
- Effective communication skills (oral and written)
- Road Construction and Maintenance Experience - Minimum of five (5) years' experience in street, highway, bridge, culvert, and drainage construction and maintenance,
- Experience in project planning, budgeting, and fiscal management,
- Working knowledge of NH public statutes regarding highways and related infrastructure,
- Education: Bachelor's degree or equivalent experience in civil engineering (road construction and stormwater drainage engineering a plus), business management, public administration, as well as license(s) which demonstrate possession of the required knowledge, skills, and abilities
- A valid driver's license and NH commercial driver's license (CDL-A preferred).

Full-time salaried (exempt) position. Salary commensurate with experience. Benefits package includes NHRS pension, life, and disability insurance, medical and dental insurance, 457(b) plan, vacation, personal time, and holidays.

Base attendance requirements are a 40-hour work week, Monday through Friday. In addition, the Supervisor is responsible for responding to emergency service requirements which may take place during nights and weekends. Must be able to respond within fifteen minutes. Required meetings and assignments with Town officials, committees, and citizens may take place during evenings or weekends. Work location: Town of Chester, New Hampshire.

Applications will be accepted through September 15, 2022. Anticipated start date is no later than January 6th, 2023.

Please submit a completed Town job application, your qualifications, a cover letter, and three letters of reference to:

Town of Chester
Attn: Debra H Doda, Town Administrator
84 Chester Street
Chester, NH 03036

via U.S. Postal mail, hand delivery, or e-mail to ddoda@chesternh.org.

A detailed [job description](#) and [application](#) are available on the [Town website](#).

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