

ASPHALT PLANT MANAGER (DOT)

General Statement of Duties and Responsibilities

Under executive direction, with wide latitude for the exercise of independent judgment and initiative, is responsible for all aspects of the administration of a City asphalt plant.

Examples of Typical Tasks

Plans the loading, unloading and transfer of raw materials to ensure a balanced inventory and continuity of operations.

Provides technical support for the development of statistical data relevant to all phases of plant production.

Uses technological advances to analyze the economic feasibility of recycling asphalt.

Monitors the progress, quality, and quantity of plant production, pinpoints problem areas and institutes remedial action.

Conducts cost analysis studies regarding tonnage produced, total production and budgetary expenditures.

Coordinates the allocation of resources to ensure that maintenance operations goals are met.

ASPHALT PLANT MANAGER (DOT) (Continued)

Qualification Requirements

1. Six years of full-time progressively responsible experience in inspection, maintenance, construction or engineering work related to the functions described above, at least two years of which must have been in an administrative or managerial capacity requiring independent decision-making concerning program management or planning, allocation of resources and the scheduling and assignment of work.
2. Education and/or experience which is equivalent to "1" above. Education may be substituted at the rate of one year of college for six months of experience up to a maximum of four years of college for two years of experience. However, all candidates must possess the two years of administrative or managerial experience described in "1" above.

Lines of Promotion

None. This class of positions is classified in the Non-Competitive Class.