# City of NAPOLEON, Ohio

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*Finance Director*
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*Law Director*
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## STREETS & SEWER FOREMAN

The City of Napoleon is seeking qualified applicants for the position of Streets & Sewer Foreman. The primary objective of this position, under direct supervision of the Operations Superintendent, is to perform a variety of technical work assisting with the planning, implementation and operation of the City's street program, including the construction, repair and maintenance of streets, sewers, alleys and related public ways.

Applicant must possess a high school diploma or equivalent, plus an Ohio EPA Class II Wastewater Collection license and an Ohio Department of Agriculture Pesticide Commercial Operators certification. Possession of a valid State of Ohio Driver's License is required, along with a Class B CDL with tanker endorsement.

This is a full-time position with a pay rate of $27.03 - $33.36 per hour, depending on certifications and experience. Additional benefits include, paid holidays, eligibility for health benefits, paid time off, as well as participation in the Ohio Public Employees Retirement System (OPERS).

Application forms are available at the City of Napoleon Administration Building, 255 W. Riverview, Napoleon and at **www.napoleonohio.com**. Applications will be accepted until 4:00 p.m. on Friday, October 30, 2026. Submit completed applications and resumes to:

Emily Meyer, Human Resources Director
c/o City of Napoleon
P.O. Box 151
Napoleon, OH 43545

Or emailed to: emeyer@napoleonohio.com

**The City of Napoleon is an Equal Opportunity Employer.**

City of Napoleon

# Streets & Sewer Foreman

**Department**: Operations
**Reports To:** Operations Superintendent
**FSLA Status**: Hourly (Non-Exempt)
**Civil Service**: Classified (Non-Competitive)
**Union**: AFSCME
**Approved By:** Joel Mazur, City Manager
**Date Approved:** February 20, 2017

**SUMMARY**:
Performs a variety of technical work assisting with the planning, implementation and operation of the City's street program including the construction, repair and maintenance of streets, sewers, alleys and related public ways. Works under general guidance and direction of the Operations Superintendent and exercises supervision over assigned department personnel (i.e. Collection Tech. II).

**ESSENTIAL DUTIES AND RESPONSIBILITIES**:

- Responsible for supervising all operations, activities, and personnel involved in the day to day maintenance of streets, alleys, bridges, drainage structures, sanitary and storm sewers and related public facilities.
- Responsible for the City's mosquito control and special service programs.
- Responsible for snow control and leaf removal activities.
- Implements directives from the Operations Superintendent; assigns duties and personnel shift schedules, investigates and resolves complaints, sets priorities for dealing with emergencies and unanticipated needs, assists in the coordination of maintenance and repair functions with other city and private agencies.
- Assists in public relation duties such as handling complaints and requests from city officials and citizens.
- Maintains time records and work reports; keeps an inventory of materials, chemicals and machinery on hand; procures supplies as necessary.
- Performs related work as required.

**QUALIFICATIONS**:

- Considerable knowledge of principles, methods, and techniques of street construction and sewers.
- Ability to keep accurate records.
- Ability to establish and maintain effective working relationships with employees and public.
- Ability to communicate effectively verbally and in writing.
- Ability to work independently.
- Ability to exercise good judgment.
- Considerable knowledge of occupational hazards and safety precautions of the work.
- Ability to direct the work of skilled and semi-skilled employees.

## EDUCATION AND EXPERIENCE

- High School graduate or equivalent.
- Seven (7) years of increasingly responsible experience or any equivalent combination of education and experience.

## LANGUAGE SKILLS

- Must be able to communicate effectively verbally and in writing.

## REASONING ABILITY

- Must be able to establish and maintain effective working relationships with employees and public.
- Must be able to exercise good judgment.

## CERTIFICATIONS, LICENSES, REGISTRATIONS

- Must possess a valid Ohio E.P.A. Class II Wastewater Collection License.
- Must possess a valid Ohio Department of Agriculture Pesticide Commercial Operators Certification.
- Must possess and maintain a valid Ohio Class B CDL License with Tanker Endorsement.
- Must possess a valid Ohio Driver's License.

## PHYSICAL DEMANDS

- Must have good hearing and eyesight with or without corrective measures.
- Must be able to lift and move fifty (50) pounds frequently and one hundred (100) pounds on occasion.

## WORK ENVIRONMENT

This job is performed on and off-site City limits.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with or without reasonable accommodation and possess or have the qualifications listed. The requirements listed are representative of the knowledge, skill, and/or physical ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.