



# CITY OF SEATTLE

## Seattle Conservation Corps Supervisor (Concrete)

<b>SALARY:</b>	\$26.04 - \$28.07 Hourly
<b>LOCATION:</b>	Magnuson Park, 7400 Sand Point Way NE, Seattle, Washington
<b>JOB TYPE:</b>	Classified Civil Service, Regular, Full-Time
<b>SHIFT:</b>	Day
<b>DEPARTMENT:</b>	Seattle Parks and Recreation
<b>BARGAINING UNIT:</b>	Not represented
<b>CLOSING DATE</b>	06/14/16 04:00 PM Pacific Time

### POSITION DESCRIPTION:

Are you looking to make a difference in someone's life? The Seattle Conservation Corps (SCC) is looking for a construction professional with concrete forming and finishing experience who wants to use their skills to help people get back on their feet.

The **Seattle Conservation Corps Supervisor (Concrete)** is a first-line construction and maintenance supervisor who, under general direction, coordinates and supervises Seattle Conservation Corps work crews.

The Conservation Corps is a job and life skill's training program for homeless and low income adults, where participants learn skills and gain experience working in crews assigned to perform public works tasks.

### JOB RESPONSIBILITIES:

The Seattle Conservation Corps Supervisor (Concrete) Supervises crews of homeless adults enrolled in Seattle Conservation Corps (SCC) work training programs while providing construction, concrete forming and finishing, landscape and maintenance activities for various City Departments.

### Work scope will include:

- Concrete forming and finishing, trail building, invasive removal, landscape installation, ADA improvements, fence installation, clean ups and other types of projects.
- Training evaluating, disciplining and supervising the work-related and training activities of SCC participants.
- Developing appropriate work skills training for subordinates and performing routine reporting and record-keeping activities.
- Works with program case managers to assure program participants receive the wrap around services they need.
- Organizes, tracks daily work following park protocols.
- Coordinates SCC projects with other city departments, public agencies, and community groups.
- Prepares reports and correspondence; assists management by providing material and labor estimates for SCC projects.

## **QUALIFICATIONS:**

### **Required Qualifications:**

- Two years of work experience in construction, grounds maintenance, concrete finishing, or a closely related field.
- One year of volunteer or paid experience working with at-risk adults.

### **Work Environment/Physical Demands:**

- Required to stand, walk, or bend for extended periods of time.
- Occasionally required to work nights, evenings, weekends, and/or holidays.
- Required to drive a 10,000 GVW dump truck; and work in and around heavy volumes of vehicular or pedestrian traffic.
- Required to follow safety precautions and procedures when working with herbicides and hazardous materials/chemicals.
- Frequently required to lift objects weighing in excess of 50 pounds.
- Required to work outdoors in all types of weather.

### **License, Certification, and Other Requirements:**

- Current, valid Driver's License.
- First Aid, and possibly other certifications, such as a Washington Public Pesticide Operator's License, may be required for some positions after employment.

### **Desired Qualifications:**

- Two years of supervisory experience.
- One or more years of experience working with an adult at-risk population.
- One or more years of experience using computers and computer software such as MS Word, Excel, and any electronic mailing systems.
- A combination of solid construction and landscape experience is highly desirable.
- Familiarity with a wide range of construction and landscape power tools, equipment, and hand tools.
- Ability to organize and track daily work.
- Highly motivated and able to work as a team member in a demanding work environment.

## **ADDITIONAL INFORMATION:**

- Successful candidates will be required to pass a pre-employment driving record screening and a physical.
- Successful candidates will possess a First Aid Certificate (or have the ability to obtain within six months).

<http://www.seattle.gov/jobs>  
SEATTLE CONSERVATION CORPS SUPERVISOR (CONCRETE)  
CJ

APPLICATIONS MAY BE FILED ONLINE AT:  
Job #2016-00843

If you are unable to apply on-line you may submit a paper application by the closing date to our office.

OUR OFFICE IS LOCATED AT:  
Seattle Municipal Tower  
700 5th Avenue, Suite 5500  
Seattle, WA 98104  
206-684-8088  
[Careers@seattle.gov](mailto:Careers@seattle.gov)



**Who May Apply:** This position is open to all candidates that meet the minimum qualifications. The Seattle Human Resources Department values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with diverse life experiences.

**The City is a Drug Free Workplace.**

### **Seattle Conservation Corps Supervisor (Concrete) Supplemental Questionnaire**

1. Did you attach a resume for this application? (Your application will not be considered complete without a resume attached.)

Yes    No

2. Did you attach a cover letter to your application? (Your application will not be considered complete unless you attach a cover letter.)

Yes    No

3. Do you have two years of work experience in construction and/or concrete finishing and two years of supervisory experience?

Yes    No

4. Do you have one year of volunteer or paid experience working with at risk adults?

Yes    No

5. Do you have a familiarity with a wide range of construction and landscape power tools, equipment and hand tools?

Yes    No

6. Do you have a current valid Washington State Driver's License?

Yes    No