



# THE TOWNSHIP OF BRIDGEWATER

100 COMMONS WAY / BRIDGEWATER, NJ 08807

908/725-6300 / FAX 908/725-3365

## INTERNAL JOB POSTING

**POSITION TITLE:** Road Foreman  
**POSTING DATE:** 2/29/24  
**CLOSING DATE:** 3/8/2024 @ 5:00 pm (Eastern)  
**JOB TYPE:** Full-Time  
**REPORTS TO:** Supervisor of Division of Public Works  
**UNION:** Bridgewater Teamsters Local Union #11  
**SALARY:** \$30.64-\$42.55/hour

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## DUTIES AND RESPONSIBILITIES

The Road Foreman works closely with the Supervisor and the Superintendent of Public Works. The Road Foreman will be responsible for the supervision of the Roads Sub-Division including but not limited to:

- Daily scheduling, training, and directing of work crews.
  - Inspection and investigation of work orders to prepare materials requests and assign personnel.
  - Communicating Roads Sub-Division functions and needs to crew members and administering policies and procedures
  - Responsible for the safe and timely operation of equipment to ensure the efficient operation of the Roads Sub-Division in accordance with policy. Ensures that all safety policies are followed at all times.
  - Oversees and records all work performed in the designated Division of Public Works software system.
  - Reports for all emergency work to include roads, drainage, snow, wind, ice storms, floods, etc. as required (on 24-hour call) as notified by Police Dispatch and/or Superintendent. Responsible for organizing the Public Works Road Division workforce during these emergency events.
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## QUALIFICATIONS

- Current Bridgewater Township Division of Public Works Employee.
  - Two years of supervisory experience of Public Works crews and experience operating equipment.
  - 5-10 years of experience in a position of public or private public works or construction management where at least fifty percent of work time was spent in daily, direct supervision of public works activities.
  - High school diploma or equivalent.
  - Valid driver's license and commercial Class A driver's license.
  - Knowledge of construction and repair techniques of Public Works equipment and materials
  - Thorough knowledge and understanding of Township policies and procedures.
  - Excellent communication skills with residents and other municipal employees.
  - Ability and willingness to work outdoors in all weather conditions.
  - Experience with SDL preferred.
  - Combination of education, training or experience such as a full-time supervisor of employees performing, planning, organizing, scheduling, directing, coordinating daily activities considered. Applicants with experience such as development of Public Works, including roads, sanitary sewers, curbing, sidewalks, etc. are also encouraged to apply.
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## SUPPLEMENTAL INFORMATION

**Authorization to Work:** US citizenship is not required. Selected candidate must be authorized to work in the US according to Department of Homeland Security, US Citizenship and Immigration Services regulations.

**Residency Law:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all persons newly hired must establish, and then maintain, principal residence in the State of New Jersey.

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## HOW TO APPLY

To apply, submit a resume and completed and signed employment application to [personnel@bridgewaternj.gov](mailto:personnel@bridgewaternj.gov), **no later than 5:00 pm on March 8, 2024. Please put “Road Foreman” in the subject line of the email.** The employment application is available at [https://www.bridgewaternj.gov/wp-content/uploads/2023/05/Fillable\\_Bridgewater-Township-Employee-Application\\_2023.pdf](https://www.bridgewaternj.gov/wp-content/uploads/2023/05/Fillable_Bridgewater-Township-Employee-Application_2023.pdf)

**AN EQUAL OPPORTUNITY EMPLOYER**