

ORANGE COUNTY, TEXAS

JOB POSTING

PLEASE NOTE: Recruiting is now taking place for the position indicated above. If you meet the requirements and are interested in applying for this position, please submit **the ONLINE Application at [co.orange.tx.us](http://www.co.orange.tx.us)**.

http://www.co.orange.tx.us/Employment_Opportunitites/Employee%20Application.pdf

- ☐ **POSITION:** Foreman for Precinct #2
- ☐ **DEPARTMENT:** Road and Bridge
- ☐ **SALARY:** In accordance with County Salary Matrix starting at NE-6 \$28.60 hrly/\$59,488.00 yrly
- ☐ **DESCRIPTION:** Supervises construction and maintenance work to produce finished assignments to required standards. Work includes reconstruction/rehabilitation of roads, surface maintenance, and traffic control set up in construction zones, drainage and right of way maintenance. Skillfully operates all types of light and heavy equipment for road and bridge construction and maintenance. Oversees assigned crews daily operation. Responsible for the training of others on the job site to ensure a safe working environment, and safety in the maintenance and operations of equipment and *performs other duties as assigned*.
- ☐ **DUTIES INCLUDE THE FOLLOWING:**
 - Required to monitor attendance, daily work sheets and accident reports.
 - Attends meeting and arranges for training of employees as applicable.
 - May be required to read and interpret specifications for roads, culverts and drainage in maintenance.
 - Ensures policies and procedures are being followed, work and safety standards are being maintained and schedules are being met.
 - Assist in managing in the inventory of materials and supplies to ensure an adequate quantity is available to complete the work plan projects.
 - Plans and coordinates crews work with other foremen.
 - Checks work in progress. Informs Superintendent of progress or delays.
 - Receives complaints or suggestions and handles them according to established procedures and policies.
 - Required to provide feedback or assist with disciplinary actions, award recognition and counseling employees.
- ☐ **PHYSICAL DEMANDS/WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
While performing the duties of this job, the employee regularly works near moving mechanical parts, fumes or airborne particles, and in outside weather conditions. The noise level in the work environment is usually moderate to loud. Working conditions, outdoors year round exposed to all kinds of weather, available to respond to emergencies after normal working hours and on weekends and holidays.
- ☐ **REQUIREMENTS**
 - High School Diploma or GED, plus 10 years' experience in construction.
 - Must have the ability to delegate and supervise work activities.
 - Must have the ability to deal courteously and effectively with both the public and with co-workers; Ability to follow directions. The person must have an even temperament and the ability to deal with undue criticism and unreasonable demands in a calm and dignified manner.
 - Must be of good moral character. High level of comfort in dealing with various groups of people.
 - A valid CDL driver's license is required with a good driving record. (The County does offer a CDL assistance program to qualifying employees)
 - Ability to read and comprehend instructions, short correspondence and memos. Must be able to follow all safety rules and procedures set by the County Policy

ANY APPLICANT TENTATIVELY SELECTED FOR THIS POSITION WILL BE REQUIRED TO SUBMIT TO TESTING TO SCREEN FOR ILLEGAL DRUG USE PRIOR TO EMPLOYMENT.

“We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, age, sex, national origin or disability.

ALL APPLICANTS AND QUESTIONS ARE TO BE DIRECTED TO THE HUMAN RESOURCES DEPARTMENT.

POSITION POSTED: January 14, 2026

POSTING ENDS: Until Filled