



## **FOREMAN**

Grade 7 (Spine Point 26-29)

4 x 4 Vehicle provided

Reporting to Assistant Engineer

### **Overall Purpose**

To supervise the operations of the labour force and works programme of the Board.

### **Duties, Tasks and Responsibilities**

- Daily organisation and supervision of workforce, depot, plant and stock.
- Implementation of Health and Safety and Conservation Policy.
- Inspection and monitoring of the Board's system and water levels.
- Supervision of contractors (as and when required).
- Investigate and advise on the purchase of new plant and equipment.
- Assist office staff when necessary.
- Respond to emergency call out – when required.
- Complete records and drivers log sheets including timesheets and coding.
- Any other duties reasonably asked of you.