



City of Waukeee

Streets Superintendent

SALARY	\$37.38 - \$49.19 Hourly	LOCATION	Public Works - 805 University Avenue, Waukeee, IA
JOB TYPE	Full-Time	JOB NUMBER	2026-00024
DEPARTMENT	Public Works	DIVISION	Streets
OPENING DATE	07/02/2026	CLOSING DATE	7/21/2026 4:00 PM Central

JOB PURPOSE

The City of Waukeee is looking for a Streets Superintendent to ensure that City streets, street lights, signs, traffic signals, curbs, sidewalks and right-of-ways are maintained providing for safe and reliable transportation throughout the City.

ESSENTIAL FUNCTIONS & SUCCESS FACTORS

ESSENTIAL FUNCTIONS:

(Order of Essential Functions does not indicate importance of functions.)

- Leads the Streets Division staff through hiring, promotion, orientation training, assigning and directing, performance management (reward, discipline, suspension and discharge) according to standard operating procedures, City policy and departmental rules and regulations.
- Ensures the Public Works Department policies, procedures, regulations, programs, systems operations goals and objectives are met.
- Oversees the financial aspects of the Streets Division operations, including accounting for department revenues, approving expenditures keeping accurate inventory and preparing the annual Capital Improvement Plan (CIP) and budget request.
- Supervises and coordinates daily activities by determining manpower, equipment and material needs for specific jobs, providing instruction and guidance and inspecting final product.
- When necessary, performs all duties of direct reports which will include demonstrated proficiency in all aspects of public works functions and operations.
- Removes snow and ice and/or salts streets and sidewalks using equipment appropriate for the task.
- Suggests ways to improve the efficiency and effectiveness in the areas of responsibility.
- Responds to customer complaints pertaining to all areas of responsibility; investigates causes, takes corrective action as appropriate and maintains records of resolutions,
- Responds to emergency and on-call situations for any Public Works Division in a timely manner.
- Performs other duties or assumes other responsibilities as apparent or assigned.

SUCCESS FACTORS:

- Take action in solving problems while exhibiting judgement and a systematic approach to decision making; identify the important dimensions of a problem, determine potential causes, obtain relevant information and specify alternate solutions that result in effectiveness.

- Create positive energy in both individuals and groups to build high morale and group commitments to goals and objectives.
- Demonstrate sound time-management skills by effectively or efficiently organizing, prioritizing and competing multiple assignments in a timely manner.
- Contribute to overall City effectiveness by providing critical staff support to task forces and by participating as necessary in assisting all other teams.
- Interact effectively, professionally, and tactfully with the general public.
- Create and participate in a team environment.
- Establish and maintain effective working relationships with all divisions and departments of the City and outside organizations.
- Display honesty, trustworthiness, dependability and respectfulness at all times.
- Perform work in a safe manner complying with all applicable safety rules, regulations and procedures while protecting self and all others from injury.
- Attentive to the City's standards for customer service, accuracy, quality efficiency and all City policies and procedures ensuring that all work performed and all staff members meet those standards while exhibiting consistent treatment of all staff.

QUALIFICATIONS

QUALIFICATIONS:

- High School diploma or GED required; Associate's Degree or technical training preferred.
- Minimum of five years' successful experience in a similar position.
- Minimum of three years' successful experience leading staff.
- Confident in the use of computers and tablets and able to be trained in software required to complete the functions of the position.
- Working knowledge of applicable codes, ordinances and laws.
- Must possess a valid Class A Iowa Commercial Driver's License (CDL) with air brake endorsements or ability to obtain within 30 days of hire and meet the requirements of the City's motor vehicle policy.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS

PHYSICAL REQUIREMENTS:

- Able to regularly lift, carry, push and pull up to 50 pounds and frequently lift and/or move more than 75 pounds.
- Able to move objects weighing over 100 pounds using assistive devices multiple times during the day.
- Able to climb different types of ladders and stairs.
- Able to enter and work in confined space with proper training and personal protective equipment (PPEs).
- Able to maneuver in undeveloped areas on uneven surfaces for up to one mile in various types of weather.
- Must be able to effectively communicate orally (in person and over the telephone) and in writing (using electronic devices and handwritten) in English with other employees, businesses and community members.

WORKING CONDITIONS:

- Position requires outdoor work where heat, cold, precipitation, and the results of weather and nature will be encountered.
- Subject to on-call duties and emergency call-ins.
- May be exposed daily to odors, dusts and gasses that may be uncomfortable or hazardous if proper procedures are not followed.
- During different job duties the noise inside or outside can become very loud.
- Position requires travel within and outside of the City, which imposes common travel hazards.
- Standard work hours will be Monday-Friday 7:00 am – 3:30 pm with occasional hours including evenings, overnights, and weekends as required.
- To successfully fulfill the essential functions of this position, employee must maintain standard work hours within Waukee Public Works department.

- The employee in this position is required to reside within a 30 minute drive radius of the City limits due to the need to respond to emergency calls in a timely manner to protect the health, safety and welfare of the citizens of Waukee.

Employer

City of Waukee

Address

236 W. Hickman Rd

Waukee, Iowa, 50263

Website

<https://www.waukee.org/>