

**COUNTY OF BERGEN
BOROUGH OF PARAMUS
ORDINANCE 19-30**

**ORDINANCE CREATING NEW TITLE AND UPDATING JOB
DESCRIPTION AND SALARY SCALE**

Section 1. Purpose & Authority. Pursuant to N.J.S.A. 40:48-1, 40:49-2, and 40A:9-165, the Borough of Paramus hereby adds one new title to the Paramus Traffic Division and updates the job description.

Section 2. New Title: The following title is hereby created in the Police Department and in the PSEA Collective Bargaining Unit.

Supervisor Traffic Maintenance

Section 3. Job Description. The job description for the following title is hereby created. The description shall be kept on file with the Borough Clerk as an appendix to this ordinance.

SUPERVISOR TRAFFIC MAINTENANCE

Salary Scale as Follows:

Step 1	Step 2	Step 3	Step 4	Step 5
\$50,554.80	\$55,065.90	\$59,667.21	\$64,360.56	\$69,147.77

Section 4. No New Rights/No Vacancies. Unless expressly stated otherwise or required by law, this ordinance shall not create any rights that did not exist before this ordinance and this ordinance shall not be deemed to create any vacancies unless the law requires otherwise.

Section 5. Repealer. All prior ordinances that are inconsistent with this ordinance are repealed. All ordinances are hereby amended to be consistent with this ordinance and all ordinances, including this one, shall be construed consistent with the express purpose of this ordinance.

Section 6. Savings and Construction. This ordinance shall be construed consistent with the purpose stated in section 1 hereof. Any ambiguities in this ordinance shall be construed in accordance with the purpose of this ordinance. If any part of this ordinance is invalidated by a court of competent jurisdiction, the remainder of this ordinance shall be saved to the full extent possible. This ordinance repeals provisions of the Borough Code only where stated herein; otherwise this ordinance is amendatory and supplementary to existing provision of the Borough Code.

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Section 7. Codification. This ordinance shall be codified as an amendment to the salary ordinance and other chapters of the Borough Code, where necessary. The appendix to this ordinance shall not be codified but shall be available for inspection.

Section 8. Effective Date. This ordinance shall take effect immediately upon approval and publication of notice of adoption as provided by law.

Attest:

Approved:



ANNEMARIE KRUSZNIS, RMC
Borough Clerk



RICHARD A. LABARBIERA
Mayor

Introduced: October 29, 2019

Final: November 12, 2019

SUPERVISOR TRAFFIC MAINTENANCE

DEFINITION:

Under direction supervises and works with a group of employees involved in the assembly, installation, and maintenance of traffic control signs and/or in painting traffic lines; does other related duties as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Supervises and works with a group of employees involved in mixing paints for traffic lines and in painting traffic lines.

Supervises and works with a group of employees involved in varied line painting tasks for pedestrian and vehicular traffic.

Supervises and works with a group of employees involved in painting directional and other traffic signs.

Supervises and works with a group of employees involved in repairing damaged signs.

Supervises and works with a group of employees involved in operating line marking machines.

Operates a motor vehicle in connection with the work.

Gives assignments and instructions received from the supervisor.

Prepares daily time reports on employees.

Requisitions materials for the job.

Prepares daily and other reports on materials and labor for each separate job.

Maintains records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

EXPERIENCE:

Three (3) years of experience in work involving assembly, installation, and maintenance of traffic control signs and in painting traffic lines.

LICENSE:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES:

Knowledge of materials, equipment, and procedures used in assembly, installation, and maintenance of traffic control signs and/or in painting traffic lines.

Ability to supervise and work with a group of employees.

Ability to give assignments and instruction to employees.

Ability to establish safe working practices.

Ability to prepare reports.

Ability to maintain records and files.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position.