



Human Resources Department

616 Third Avenue
Two Harbors, MN 55616
Phone: (218) 834-8323
Fax: (218) 834-8482
Website: www.co.lake.mn.us

May 23, 2025

EMPLOYMENT NOTICE

POSITION: HIGHWAY MAINTENANCE SUPERINTENDENT

The current vacancy is for one full-time position in the Lake County Highway Department and is eligible for Benefits Package.

SALARY: \$37.36 - \$50.43 per hour; FLSA exempt

CLOSING DATE: Open until filled; initial review due June 6, 2025

Applications must be on official forms. Resumes will be accepted, but not in lieu of an application.

MINIMUM QUALIFICATIONS:

Associate's degree; 5 years progressively responsible experience supervising and/or managing a highway maintenance or construction work crew; or an equivalent combination of education and experience; and a valid Class B Commercial Driver's license.

RESPONSIBILITIES:

Responsible for the management of countywide road, bridge, and drainage maintenance functions. Responsibilities may include inspecting and documenting road conditions; scoping, planning and prioritizing maintenance operations; planning and coordinating equipment maintenance and repair shop operations; monitoring and training staff on heavy equipment operation and workflows; managing equipment, materials, tools, and supply resources; responding to requests and inquiries from citizens, colleagues and public officials regarding highway maintenance issues; and assisting with the implementation of policies, procedures, and regulations affecting maintenance operations. Serves as chief assistant to the County Highway Engineer. Position is subject to emergency callback and non-standard business hours.

WORK TEST PERIOD:

Appointee to the position must successfully complete probationary period per contract.

BACKGROUND CHECK:

Applicants selected for appointment must pass a criminal background check.

DRUG TESTING:

Applicants selected for appointment must take and pass a drug test.

PHYSICAL-MEDICAL STANDARDS:

Applicants must meet essential physical requirements of the position.

EMPLOYMENT ELIGIBILITY VERIFICATION:

All new employees must complete and sign employment eligibility verification form on the first day of employment. Documentation verifying identity and employment eligibility must be submitted within three days of the first day of employment.

APPLICATION INFORMATION:

Application, Classification Specification, and Benefit Package may be obtained by contacting Lake County Human Resources Department, 616 Third Avenue, Two Harbors, MN, 55616; or Lake County Service Center, 99 Edison Boulevard, Silver Bay, MN, 55614; website: www.co.lake.mn.us; or call (218) 834-8323.

ACCOMMODATION:

Applicants who wish to request accommodation to application process should contact Lake County Human Resources at (218) 834-8323.

VETERAN'S PREFERENCE:

Proof and claims for Veteran's Preference must be filed with Lake County Human Resources at time of application.

NON-DISCRIMINATION:

Lake County is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, creed, sex (including pregnancy), age, color, national origin, religion, disability, sexual orientation, gender identity, marital status, status with regard to public assistance, familial status, membership or activity in a local commission, genetic information, or any other protected classification.