DATE: November 6, 2026

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is not a competitive class position.)

FROM: Dean Rylewicz, Acting Commissioner of Department of Public Works,
315 Shamrock Lane, Kingston, NY 12401

JOB VACANCY: Road Maintenance Leader / Permanent/Provisional / Full-Time / Benefited

LOCATION: DPW

SALARY: $33.08 / hour (Grade 7)

FILL DATE: December 2, 2026

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for leading and participating in tasks related to construction, maintenance and repair of highways and roads. Work is carried out in accordance with established procedures and involves leading and participating in a crew engaged in highway-related equipment operation and manual work. The class differs from that of Working Supervisor in that in a town or village the Working Supervisor oversees and participates in the overall work of the Highway or Public Works Department whereas the Road Maintenance Leader has less responsibility, leading and participating in the work of a crew. Work is performed under the general supervision of a higher level employee. Supervision is exercised over the work of subordinates. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of safety procedures; working knowledge of modern road construction, maintenance and repair practices; working knowledge of the tools, equipment and materials used in road construction and maintenance work; ability to plan and supervise the work of others; ability to understand and carry out oral and written instructions; ability to read and work from rough sketches or blueprints; ability to keep simple records and make work reports; dependability; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Two (2) years of experience in the construction and maintenance of roads.

Special Requirement: At time of appointment, must possess a valid New York State Driver's License appropriate for the vehicle and/or construction equipment being operated.

Ulster County employees promoted to a class in direct line of promotion, which requires a valid New York State Motor Vehicle Class B (CDL) at the time of a promotional appointment must possess such licensure by the end of their probationary period, not longer than six months.

Special Requirement for Positions in Ulster County Department of Public Works:
Candidates for employment in this position must possess a valid New York State Motor Vehicle Class B (CDL) License with required endorsements, if any, at time of appointment.

Ulster County employees promoted to a class in direct line of promotion, which requires a valid New York State Motor Vehicle Class B (CDL) at the time of a promotional appointment must possess such licensure by the end of their probationary period, not longer than six months.

New York State Class B CDL Driver License Vehicle Description: Gross Vehicle Weight Rating (GVWR) of more than 26,000 lbs. Class B may tow vehicles with a Gross Vehicle Weight Rating (GVWR) of 10,000 lbs. or less, or may tow a vehicle of more than 10,000 lbs. providing the Gross Combination Weight Rating (GCWR) is not more than 26,000 lbs.

Fuel Truck operation may need other requirements (X endorsement). This is not required unless assigned to the operation of a Fuel Truck.

Special Note: In accordance with Federal Highway Administration (HWA) 49CFR382, all prospective employees will undergo drug/alcohol testing prior to appointment and will undergo random drug/alcohol testing during the course of employment.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice Services or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.

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