

SCHEDULE “D”

Power, Duties and Functions of the

SUPERINTENDENT OF PUBLIC WORKS

Human Resources

- (a) Recommend to the Chief Administrative Officer, appointment, promotion, discipline and dismissal of all employees within the Public Works Department;
- (b) Supervise all employees in the Public Works Department;

General Administration

- (c) Supervise the operation of the Public Works Department of the Municipality;
- (d) Supervise implementation of Council directives and directives of the Chief Administrative Officer;
- (e) Act as a contact between the Public Works Department and other departments, under the supervision of the Chief Administrative Officer;

Operational Matters

- (f) Develop and recommend to the Chief Administrative Officer, policies and procedures for all operational matters;
- (g) Supervise equipment and other operational matters and repair, renewal and replacement programmes, in accordance with Council budgets and policies;
- (h) Inspect all public works, in accordance with Council policies and procedures;