

SSPTMS, Inc.  
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February 20, 2023

**Join Sam Schwartz Traffic Management Services, Inc!**  
**SUPERVISORY POSTION**

**Sam  
Schwartz**

Pedestrian  
Traffic  
Management  
Services, Inc.

**SSPTMS has an immediate opening for a Field Supervisor position in the Madison, Wisconsin Area.**

Our traffic management firm is seeking experienced supervisors for full-time work. The Field Supervisor is the primary, on-site liaison between our firm and the client. The Field Supervisor reports to the General Manager and is responsible for ensuring the work site is operated in a manner consistent with contracts, policies, and applicable legal or safety standards, all while maintaining strong working relationships with SSPTMS and the client. Work is performed outdoors and in all weather conditions.

This position is temporary but long-term. This site will be running for approximately the next six (6) months and is subject to extension.

**For consideration, candidates MUST meet the following qualifications:**

- Available to work both weekdays and weekends.
- 3+ years prior supervisory experience (*military, law enforcement, or traffic enforcement supervisory experience preferred, but not required*)
- Excellent verbal and written communication skills, including reliable access to phone and email.
- Able to work outside and on your feet.

There are two (2) available shifts: 5:00am x 1:30pm and 1:30pm x 10:00pm. This site will run seven (7) days per week. **We seek to staff these shifts ASAP! Apply now!**

**Essential Job Functions:**

- Facilitate the smooth, secure flow of traffic in, out, and throughout the job site.
- Provide shift oversight and direction.
- Understand and apply safe traffic control practices.
- Ensure procedural and policy requirements.
- Prepare detailed incident reports.

+ Analyzing  
Inventing  
Engaging  
Researching  
Planning  
Strategizing  
Collaborating  
Evaluating  
Designing  
Organizing  
Solving  
Specifying  
Updating  
Coordinating  
Maximizing  
Publicizing  
Directing  
Expanding  
Identifying  
Integrating  
Partnering  
Managing  
Anticipating  
Envisioning  
Consulting  
Interacting  
Creating  
Implementing  
Building  
Transforming

- Respond to all unusual occurrences and ensure all incidents are adjudicated correctly with proper notifications.
- Mentor and assess personnel and make recommendations to management.
- Inspect personnel and logs.
- Work alongside local law/traffic enforcement officers and other traffic control mechanisms in the area.
- Carry out requests assigned by the General Manager, Field Operations Manager, and/or the client.
- Maintain frequent and positive contact with SSPTMS personnel, clients, and general public.
- Address any issues, provide feedback to ensure that the needs of each individual client are heard and are being met.

**Skills Required:**

- Effective verbal and written communication skills
- Active listening skills
- Ability to assess and evaluate situations effectively.
- Ability to identify critical issues quickly and accurately.
- Attention to detail.

**Other Requirements:**

- Must be at least 18 years old.
- Must be legally authorized to work in the United States
- Must have reliable transportation to/from the job site.
- Valid Driver License preferred.
- Ability to work non-traditional hours including weekends, holidays, and overtime as required.

**Salary:**

\$32.00 (Hourly)

**PLEASE APPLY TODAY!!! Promptly email your resume to Danielle ([dtorre@ssptms.com](mailto:dtorre@ssptms.com)) or Michelle ([mvitale@ssptms.com](mailto:mvitale@ssptms.com)).** You will be notified via email within forty-eight (48) hours if selected to continue with the application process. We aim to fill all available positions as soon as possible.

We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.