

MAINTENANCE CREW LEADER (Streets)
Public Works

DEFINITION

Under administrative and technical supervision of the Public Works Superintendent, directs the work of crews assigned to the installation, repair or maintenance of Public Works projects; plans for availability of equipment, materials and supplies; supervises and coordinates work of the Equipment Operator, Senior Maintenance Workers, Maintenance Workers, and Maintenance Trainees; modifies work plans as required; and performs other related duties as assigned.

EXAMPLES OF DUTIES

- Trains and coordinates the work of crews to construct, maintain, remove, and/or replace concrete sidewalks, drainage structures, curbs, gutters, and driveways.
- Assigns and supervises the work of crews constructing and maintaining streets, removing and replacing deteriorated street areas.
- Trains and coordinates the work of crews to install, repair and maintain water sewer and drainage pipe.
- Prepares and maintains proper traffic control during construction, maintenance, or repair of streets, water, sewer and drainage facilities.
- Provides for training crews on proper methods, techniques, and work requirements for the installation, repair and maintenance of public works projects; use of tools and equipment; and safety procedures and equipment. Conducts regular tailgate safety meetings as required by OSHA
- Assigns, supervises and transports equipment, supplies, and various materials to and from the job site.
- Assists crews assigned to the installation, repair or maintenance of public works projects.
- Operates light and heavy equipment as needed.
- Performs and maintains routine maintenance on light equipment.
- Prepares written reports, work orders, requisitions, and assists with inventory of supplies.
- Performs all other related duties as assigned.

REQUIREMENTS

Knowledge of: Methods, materials, tools and equipment used in the construction, installation, and maintenance of streets, sidewalks, curbs and gutters, drainage structures, and water sewer and drainage pipelines in accordance to specifications; proper methods for removal,

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replacement, and application of asphalt pavement materials on street areas; proper methods of locating underground utility services; proper operation of light and heavy equipment and common hand and power tools used in basic carpentry, construction, and vegetation removal; methods used and training in safe work practices, including climbing, lifting and carrying techniques, use of traffic control devices, tools and equipment; and knowledge of pipeline systems and construction techniques; purchasing policies and procedures, and methods for maintaining inventory of materials and supplies.

Skill in: Coordinating, planning, instructing, scheduling, assigning, and monitoring the work of public works crews; teaching safety standards, techniques, and proper work procedures; communicating clearly and concisely, both orally and in writing, and when providing direction to employees, and in reviewing projects with Superintendent; performing basic mathematical calculations including ability to measure lengths, diameters, areas, volume and quantities; setting-up traffic control devices in accordance with traffic regulations; constructing and repairing streets and drainage structures; operating light and heavy equipment and standard construction equipment such as hand and power saws, asphalt lutes, concrete finishing tools, jack hammers, pumps, air compressors, compactors, hand and power tools used for carpentry, and plumbing installations, electronic detection devices, dump trucks, backhoes, rollers, front end loaders, cement mixers, crack sealers, street sweepers, skid steers, emulsion units, cold planning units, asphalt pavers, power washers, motor graders, sewer rodders, hydro-jetters, chainsaws; reading and understanding written instructions; using appropriate tools; maintaining and making minor repairs or replacing parts on light equipment such as cleaning and greasing of parts; physically performing frequent, heavy, manual labor using safe work practices; safely transporting equipment supplies and materials; working independently without immediate supervision; maintaining cooperative working relationships with co-workers, and the general public.

OTHER REQUIREMENTS

Must possess a valid California Driver's License, and must obtain a Class "A" license (with Airbrake Endorsement) during the initial probationary period (six months); must be willing to work nights, weekends, on-call and/or overtime as necessary; must be willing to wear safety gear; must be able to handle the physical aspects of the job, including climbing up to 15 feet, lifting, pulling, dragging, and carrying up to 100 lbs., lifting and carrying with help up to 150 lbs., standing or performing heavy physical labor on a sustained basis, working outside in all weather conditions; must demonstrate proper training for working around substances such as methane gasoline, diesel fuels, chlorine and raw sewage; and must participate in the Federally mandated, drug and alcohol testing program, including both pre-employment and random testing as a condition of employment.

DESIRABLE EXPERIENCE AND TRAINING

Applicants should have experience and training which would tend to demonstrate possession of the required knowledge and skills outlined above. An example would be:

Equivalent to graduation from high school and at least four years of experience in the operation of light and heavy equipment and construction work, including experience in the training and supervision of employees.