

## **MAINTENANCE CREW LEADER (UTILITIES)**

### **Public Works**

#### **DEFINITION**

Under administrative and technical supervision of the Public Works Superintendent, operates light and heavy power-driven street and off-highway construction equipment; directs the work of crews assigned to install, maintain, and repair water, sewer, and drainage lines on City streets; plans for availability of equipment, materials, and supplies for Public Works projects; supervises and coordinates the work of Equipment Operators, Senior Maintenance Workers, Maintenance Workers, or Maintenance Trainees; modifies work plans as required; and performs other related duties as assigned.

#### **EXAMPLES OF DUTIES**

- Operates light and heavy equipment such as backhoes, dump trucks, loader, skid steer, street sweeper, grader, and other power driven construction equipment.
- Assigns and supervises the work of crews performing a variety of plumbing work, installing, maintaining and repairing water, sewer and drainage lines by trenching, laying, and connecting pipes, attaching fittings, and replacing valves.
- Supervises the work of crews constructing and reconstructing streets by preparing roadbeds, applying asphalt pavement or slurry seal, filling cracks and potholes, on sections of roadways, or following installation or repair of water and sewer lines.
- Trains, and coordinates the work of, employees assigned to fabricating, installing and repairing drainage structures, sewer lines, and water lines.
- Prepares and maintains proper traffic control at intersections and streets when repairing or installing drainage facilities, water, or sewer lines.
- Assigns, supervises and transports equipment, supplies, and various materials to and from the job site.
- Provides instruction to assigned personnel on proper methods, techniques, and requirements to carry out work assignments using proper safety standards.
- Assists Public Works Superintendent with inventory, provide need for specific parts for specific jobs, completes written reports, work orders, and requisitions; and various other equipment tasks and/or Public Works projects as required.
- Performs all other related duties as assigned.

#### **REQUIREMENTS**

**Knowledge of:** Methods, materials, tools and equipment used in the construction and maintenance of streets, drainage structures, pipe installation, water, sewer and drainage repair; proper operation of light and heavy equipment; proper methods of locating underground utility

services; safe work practices, including climbing, lifting and carrying techniques, tools and equipment; and basic knowledge of plumbing systems and construction techniques; purchasing policies and procedures, and methods for maintaining inventory of materials and supplies.

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services; safe work practices, including climbing, lifting and carrying techniques, tools and equipment; and basic knowledge of plumbing 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; operating standard construction equipment such as backhoes, loaders, dump trucks, rollers, graders, skidsteer, forklift, service trucks, plate compactors, sewer rodders, grinder, street sweeper, air compressors, water pumps, jack hammers, and other power-driven construction equipment and various hand tools; ability to match the appropriate equipment with the task; laying pipe to the right grade; placing asphalt to the right levels; using detection devices to find water leaks; repairing different types of water and sewer pipes using correct couplings, fittings and clamps; constructing and repairing streets and drainage structures; performing basic mathematical calculations including ability to measure lengths, diameters, areas, volume and quantities; communicating clearly and concisely, both orally and in writing; following oral and written instructions; reading, understanding, and interpreting manuals, work orders, and specifications; 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 training for working around substances such as chlorine, methane gas, gasoline, diesel fuels, 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 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.