

STREET MAINTENANCE CREW LEADER

Position Code: 1930
WC Code: 5506
FLSA Status: Non-Exempt
Pay Grade: 349
Location: Public Services
Approval Date: 2018

General Statement of Duties

Performs responsible technical and skilled work supervising the work of a unit engaged in repair, replacement and installation of streets, storm drainage, right-of-way maintenance, and other public works activities.

Distinguishing Features of the Class

An employee in this class supervises crews engaged in a variety of work associated with streets, storm drainage, and right-of-way maintenance and other maintenance activities also may be subject to afterhours call backs. Work includes leading a crew in maintenance and repair of streets, sidewalks, storm drain system and related infrastructure. Work also involves insuring that crew members take proper tools, equipment and supplies to the work site and responsibility for work crews and their safety. The employee is subject to working in inside and outside environments including extreme hot and cold weather, day or night, and to work hazards including loud noise, vibrations, moving mechanical parts, exposure to chemicals, fumes, odors, poor ventilation, and oils. The employee must exercise judgment and initiative in carrying out assignments. The employee is subject to Level III OSHA Standards on bloodborne pathogens. Work is performed under regular supervision and is inspected for compliance with instructions, conformance to established standards, quality and productivity of work crews, and adherence to schedules and priorities.

Duties and Responsibilities

Supervises and participates in maintenance, repair and construction of streets, storm drainage, sidewalks, maintenance of right-of-way and other public infrastructure, and other general public works maintenance.

Coordinates the use of available equipment, materials and staff to obtain maximum effectiveness and economy; may respond to citizen requests and complaints.

Coordinates work with contractors and participates in work flow planning processes.

Participates in the training, safety, and performance coaching of division employees; insures application of safety regulations.

Completes work orders; insures that crews take necessary materials to work sites.

Estimates and orders materials.

Participates in snow or ice removal.

Operates heavy construction equipment in tight places requiring care and skill.

Serves in the absence of the Supervisor.

Performs related duties as assigned.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

Considerable knowledge of the principles and practices of construction, repair, and maintenance of streets, sidewalks, storm drainage, and public grounds.

Considerable knowledge of the use of related equipment and materials.

Thorough knowledge of the occupational hazards and safety precautions of the work.

Some knowledge of related engineering specifications, and related environmental laws.

Some knowledge of budgeting and purchasing procedures.

Some knowledge of basic computer programs.

Working knowledge of effective supervisory principles and practices and organizational personnel policies and procedures.

Some knowledge of surveying principles and practices.

Ability to read plan maps, and drawings and to set grade and fall on projects.

Ability to establish and maintain effective working relationships with supervisors, peers, subordinates and citizens.

Ability to maintain and prepare accurate records.

Ability to perform basic math skills (addition, subtraction, multiplication and division.)

Physical Requirements

Must be able to perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, lifting, pushing, pulling, fingering, grasping, talking, and hearing.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Must possess visual acuity necessary to read maps and diagrams, to operate a vehicle and heavy construction equipment, and to read and prepare records.

Minimum Education and Experience

High School Diploma or GED and five to seven years of experience in street construction, maintenance, and repair, including heavy equipment operation experience and some lead worker experience; or an equivalent combination of education and experience.

Special Requirements

Possession of a valid Class B Commercial North Carolina Driver's License