



Public Works Lead Worker

Department/Division:	Public Works/Maintenance
Reports To:	Public Works Supervisor
Provides Direction To:	Street Maintenance Worker, Equipment Operator and other staff as assigned

GENERAL PURPOSE

Under general supervision, leads and performs skilled and semi-skilled construction and maintenance work; directly oversees and supervises a small crew engaged in public works activities which includes street maintenance, traffic painting and traffic sign maintenance; trains personnel; and performs other related duties as required.

DISTINGUISHING CHARACTERISTICS

The Street Maintenance Lead Worker is journey-level supervisory maintenance classification in the Maintenance Division of the Public Works Department. This class receives assignments from, and reports to, the Public Works Supervisor. This position is distinguished from the Streets Maintenance Worker in that the Lead Worker is expected to train, assign, and coordinate the work of one or more crews.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this position.

1. Oversees and leads field personnel which includes providing training related to repair, maintenance and roadway maintenance safety procedures.
2. Performs a variety of skilled and semi-skilled tasks in the construction, maintenance and repair of streets and equipment.
3. Leads and participates in painting street lines, legends, warnings, and curb markings; paints, repairs and maintains a variety of street signs.

4. Operates autos, trucks, light construction equipment and other specialized equipment.
5. Instructs field personnel in, and enforces safety measures, regarding the proper use of vehicles, machinery and related tools.
6. Makes recommendations from improved methods of work and safety measures related to maintenance projects.
7. Reads plans and directs grading; directs traffic sign installation; directs and participates in asphalt tear out and reconstruction; coordinates work activities with other City departments.
8. Prepares reports and related data concerning work in progress and completed projects.
9. Maintains records, including labor, equipment and materials used.
10. Responds to emergency situations in the City as required.
11. May operate light equipment including tractors, backhoes and street sweepers.
12. May perform lead duties associated with municipal traffic striping and sign construction activity.

QUALIFICATIONS GUIDELINES

Knowledge of:

Thorough working knowledge of all motorized equipment associated with the public works field; thorough knowledge of modern methods of construction, repair and maintenance and safety procedures as they relate to public works projects; skilled operation of a variety of power and hand tools, light trucks and motorized equipment; methods, materials and equipment used in spray, brush and traffic painting; paint mixing and thinning techniques; current City, State and Federal regulations regarding traffic control devices; principles and procedures of asphalt paving and patching; street and infrastructure construction and maintenance; and principles of supervision and training; and safe work practices.

Ability to:

Lead, coordinate, and supervise field personnel in the process of carrying public works related projects; establish and maintain cooperative working relationships with employees and the general public; properly set up, operate and maintain paint equipment; remove, install, replace and repair various street identification,

directional and warning signs; perform heavy manual labor; work safely with dangerous materials; read, understand, and follow engineering plans, written procedures and maintenance records; analyze and submit required data concerning specific projects; use and operate a City vehicle, hand tools, mechanical equipment, and power tools and equipment required for the work in a safe and efficient manner; and establish and maintain effective working relationships with those contacted through course of work.

Education/Training/Experience:

Graduation from high school or equivalent and three years of increasingly responsible experience in street and public works maintenance and construction, including some lead responsibility.

Licenses; Certificates; Special Requirements:

A current California driver's license issued from the California Department of Motor Vehicles for the type of vehicles or equipment operated in the course of employment is required.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk; sit; climb or balance; stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and move materials, tools and equipment weighing up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning;

observe and interpret situations; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact with City staff, other organizations and the public; occasionally required to deal with dissatisfied or quarrelsome individuals.

WORK ENVIRONMENT

The employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts, and is exposed to traffic, wet or humid conditions, and vibration. The employee occasionally works in high, precarious places and is exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level is frequently loud.