



STREET MAINTENANCE LEAD WORKER

DEFINITION

Under general supervision, performs a variety of skilled tasks in the maintenance and repair of streets and storm drains by excavating, grading, trenching and loading operating a variety of equipment and motorized vehicles.

SUPERVISION EXERCISED

Trains and supervises subordinate personnel.

EXAMPLES OF DUTIES

Duties may include but are not limited to:

Paint traffic markings on streets, crosswalks, parking lots and curbs;
manufacture, install and maintain street signs.

Operate equipment including but not limited to backhoe, roller, scraper, grader concrete cutting and breaking equipment and front end loaders in the maintenance, repair and construction of streets, sidewalks, curbs and gutters.

Pouring and finishing concrete; construct concrete forms.

Inspect ditches, drainage areas and roadside shoulders removing weeds and debris; clean and maintain storm drains.

Install traffic barricades to safely route traffic.

Train and supervise subordinate personnel in safe operation of equipment and machinery used in street maintenance.

Plan, schedule, assign and inspect work of subordinates.

Develop and maintain records of training and safety procedures.

Order parts, supplies, machinery and equipment.

Coordinate notification to USA Dig-Alert prior to start of projects; notify Police and Fire Departments of any scheduled road closures.

Perform related duties as assigned.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of:

Methods, techniques and equipment used in street and storm drain maintenance, repair and construction.

Standard safety practices required in street and storm drain maintenance and repair.

Supplies and equipment used in maintaining and repairing streets and storm drains.

Techniques used in training, supervising and evaluating subordinate personnel.

Record keeping and reporting.

ABILITY AND SKILL TO:

Operate a variety of tools, equipment and vehicles including backhoe, roller, scraper, grader concrete cutting and breaking equipment and front end loaders.

Operate office equipment including computers, copying machines and phone systems.

Read, interpret and apply technical information from manuals, drawings, specifications, layouts, blueprints and schematics.

Perform concrete work and make signs.

Respond to questions from the public and staff.

Plan and organize work to meet schedules and timelines.

Communicate clearly both orally and in writing.

Train, supervise and evaluate subordinate personnel.

Prepare cost/time estimates.

Perform duties of an emergency worker in the event of a natural or other disaster.



QUALIFICATIONS

Any combination of education and experience that would provide the required knowledge, abilities and skills is qualifying. A typical way to obtain the qualifications would be:

High School graduation and five (5) years experience in the maintenance and repair of streets, sidewalks, curbs, gutters and storm drains, including operation of equipment and machinery. Supervisory experience desirable.

LICENSE OR CERTIFICATE

Possession of a valid Class C California Driver's License and a good driving record.

ESSENTIAL JOB FUNCTIONS/A.D.A.

Ability to operate computer, calculator, telephone, portable radio, copying machine and light and heavy equipment used in maintenance operations

Ability to understand and respond to the public's and staff's requests for assistance both on the phone and in person

Ability to prepare reports, perform mathematical calculations and sort/file documents

Ability to sit, stand and walk for two hours at a time

Ability to lift up to 90 pounds

Ability to get from one location to another in the course of doing business

Ability to work outdoors in all weather conditions including hot with sun exposure, cold and wet

