

## **PUBLIC WORKS MAINTENANCE LEAD WORKER**

### **DEFINITION**

Under general supervision, provides lead direction and work coordination for Public Works Maintenance Workers; serves as an Assistant Public Works Maintenance Supervisor; skillfully operates a variety of construction and maintenance equipment such as trucks, heavy power-driven road maintenance and construction equipment, and snow removal equipment; performs a variety of assignments in the maintenance, repair, and construction of roads, bridges, drainage systems and signs; and related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the lead supervision level in the Public Works Maintenance Worker Class series. Incumbents are assigned lead and work coordination responsibilities for a small group of Public Works Maintenance Workers on an intermittent basis for the completion of road maintenance, activities. They may also assume responsibility for an entire crew in the absence of a Public Works Maintenance Supervisor. In addition, incumbents are assigned to operate a wide variety of heavy construction and maintenance equipment along with computers and software. The heavy equipment operation is characterized by a high degree of skill in manipulation of hand and foot controls and accuracy in moving materials to exact specifications. This class is distinguished from the Public Works Maintenance Worker III class in that incumbents have lead responsibilities in addition to skilled equipment operation duties. Incumbents in this class are subject to twenty-four hour "call-out" for road related emergencies and snow removal.

### **REPORTS TO**

Public Works Maintenance Supervisor

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

None

### **EXAMPLES OF ESSENTIAL DUTIES**

- Provides lead direction and work coordination for other Public Works Maintenance Workers
- May serve as a member of the Safety Committee and attend safety meetings
- May serve as Public Works Maintenance Supervisor in the Supervisor's absence
- Operates a variety of trucks in the transport of materials and equipment
- Operates snow removal equipment; crawlers, tractors, loaders, power booms, chippers, graders, and other power-driven equipment
- Uses equipment attachments on appropriate equipment
- Operates transports for heavy equipment
- Performs minor maintenance on equipment
- Performs semi-skilled concrete work in the construction and maintenance of: culverts,

## **PUBLIC WORKS MAINTENANCE LEAD WORKER - 2**

headwalls, bridges, signs and related structures

- Mixes and places concrete
- Performs a variety of road maintenance functions such as patching roads, cutting brush, clearing culverts, cleaning ditches, repairing and replacing signs
- Paints guard rails, stripes and pavement legends
- Operates hand tools such as jackhammers and chain saws
- Cares for and services equipment
- Acts as a flag person for road repair and maintenance crews
- Performs shovel work, opening, widening, and backfilling excavations
- May mix and spray pesticides
- Maintains records of materials and equipment used
- May perform maintenance and repairs on construction equipment

### **SKILLS, KNOWLEDGE AND ABILITIES**

#### Knowledge of:

- Procedures, tools, equipment, and materials used in the maintenance and construction of roads, bridges, and other public works facilities
- Operation and routine maintenance of construction equipment including loaders, graders, trucks, rollers, and related equipment
- Provisions of the California Vehicle Code relating to the operation of medium and heavy equipment on streets and roads
- Laws, rules, regulations and procedures for the placement of road signs
- Work safety methods and programs
- Principles of training, work coordination, and lead direction

#### Ability to:

- Provide lead direction and work coordination for an assigned group of Road Maintenance Workers
- Train other staff in equipment operation and maintenance of infrastructure
- Perform a variety of unskilled, semi-skilled, and skilled work in the maintenance, construction, and repair of roads, bridges, culverts, signs and public works facilities
- Skillfully operate heavy road construction and maintenance equipment including loaders, graders, trucks, rollers and related equipment
- Skillfully operate snow removal equipment
- Maintain time and equipment records
- Perform heavy physical labor
- Maintain and make repairs to equipment
- Establish and maintain cooperative working relationships

### **TYPICAL PHYSICAL REQUIREMENTS**

Frequently stand and walk; sit for extended periods; ability to stoop, kneel or crouch to pick up

## **PUBLIC WORKS MAINTENANCE LEAD WORKER - 3**

or move objects; walk for long distances and on sloped ground and uneven surfaces; lift and move objects weighing over 100 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of maintenance equipment such as backhoes, graders, front end loaders, and snowplows.

### **TYPICAL WORKING CONDITIONS**

Work is performed outdoors in varying temperatures, weather, and humidity conditions; work is performed in environment with constant noise; exposure to grease and oils; exposure to moving equipment; exposure to electrical current; constant contact with staff and the public.

### **MINIMUM EDUCATION, TRAINING AND EXPERIENCE**

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

One (1) year of road maintenance work and construction experience comparable to that of a Public Works Maintenance Worker III with Amador County. Work experience must include training and background in heavy equipment operation and infrastructure maintenance.

### **SPECIAL REQUIREMENTS**

Possession of a valid California Class A Driver's License with no restrictions and the following endorsements:

- Air Brake
- Tanker

Some positions in this classification may be required to possess a Chemical Applicator Certification from the State of California