



City of Watsonville

Job Description

JOB TITLE: Utility Crew Leader

DATE APPROVED: August 29, 2017

DEPARTMENT: Public Works and Utilities

SUPERSEDES:

REPORTS TO: Receives limited supervision from Department Director or other management staff as assigned.

SUPERVISION: Exercises direct supervision over assigned work crews

EMPLOYEE UNIT: Mid-Management

JOB SUMMARY:

To perform general maintenance, repair and construction work assignments; operate light and moderately heavy maintenance and construction equipment in support of public works or other areas as specified. Positions in this classification are usually assigned to a work crew and may work on City streets, storm drains, sewer systems, parks facilities/equipment and landfill.

DISTINGUISHING CHARACTERISTICS

This job class functions at an advanced journey level of classification and receives limited supervision within a framework of standard policies and procedures, and is expected to act at a working full supervisory level which includes training, directing, coordinating, and formally evaluating the work of subordinate work crews.

EXAMPLES OF ESSENTIAL DUTIES:

Duties may include, but are not limited to, the following:

- Leads small work crews in the performance of a variety of maintenance and construction duties
- Provides leadership, supervision, guidance and training to less experienced workers
- Performs and directs the full range of maintenance, repair, and construction work assignments
- Operates and supervises the operation of a variety of medium and heavy equipment and hand tools including backhoe, dump truck, welding equipment, jack hammer and tamper and provides training to others on this equipment
- Determines quantity and type of tools, materials, equipment and labor needed for special assignments
- Directs construction work from blueprints and surveyor stakes
- Directs and performs routine maintenance and safety checks on assigned equipment and vehicles; reports the need for repairs
- Conducts employee evaluations
- Assists with estimating project cost and time requirements
- Maintains records as assigned
- Prepares reports for supervisor
- May prune or remove trees, apply herbicides and perform other general maintenance duties for the City
- Performs related duties similar to the above in scope and function as required

EMPLOYMENT STANDARDS

Knowledge of:

- procedures for supervision and training of work crews
- uses and functions of a variety of maintenance and construction equipment used in public works projects
- methods, materials, and practices utilized in public works maintenance and construction activities
- safety programs and practices

Ability to:

- supervise work crews in the safe and efficient performance of construction and maintenance projects
- understand and follow oral and written instructions
- effectively train others to safely and correctly perform tasks
- work outdoors in adverse weather conditions
- establish and maintain effective work relationships with those contacted in the performance of required duties

PHYSICAL REQUIREMENTS:

Physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- perform physical tasks involving frequent bending, lifting, carrying, pushing and pulling of weights up to 50 pounds
- hear and distinguish various sounds, such as voices of co-workers in noisy environments, pager, cell phone, etc
- use a keyboard
- drive an automobile
- hear adequately to converse on the telephone, radio, cellular phone, and in person
- use a computer keyboard
- intermittently bend, twist, and reach
- get in and out of a truck
- safely and effectively work on ladders and tall structures
- climb up and down ladders and stairs.
- grasp with right and left hands.
- use fine hand manipulation.
- walk on uneven surfaces.
- work outside in inclement weather
- operate large heavy equipment while sitting for prolonged periods of time in outdoor environments and subject to all weather conditions

- work under conditions as confined spaces, high noise levels, strong and unpleasant odors, vibration from equipment, exposure to dust, toxic substances and/or chemical irritants (within legal exposure limits)
- distinguish colors, have adequate vision to perform essential duties
- reach above and at shoulder height

TRAINING AND EXPERIENCE:

Any combination of training and experience, which provides the required knowledge and abilities, is qualifying. A typical way to obtain the knowledge and abilities is:

Three (3) years of experience comparable to that of the Utility Worker III with the City of Watsonville.

LICENSE & CERTIFICATION:

Have a minimum of a valid Class B California Driver's License and a safe driving record.