

CITY OF SATELLITE BEACH

JOB DESCRIPTION

JOB TITLE: CREW LEADER (Roads/Drainage)

DEPARTMENT: PUBLIC WORKS

GENERAL DESCRIPTION:

Lead work in the maintenance of streets, sidewalks, and drainage systems. Work is performed under general direction of the Public Works Director.

ESSENTIAL JOB FUNCTIONS:

1. Supervises leads and instructs personnel in street maintenance activities.
2. Schedules works of crews.
3. Replaces sidewalks; forms, pours, and finishes concrete; installs storm drain pipes, street signs; empties city wide trash cans.
4. Keeps records and makes reports.
5. Installs and maintains City drainage systems.
6. Operates equipment. Orders equipment and supplies.
7. Performs work found in other Crew Leader's classification.
8. Performs other maintenance work as directed.
9. Other duties as may be assigned.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of maintenance and repair of City's drainage systems.
- Knowledge of the street division methods, operating rules and equipment of maintenance.
- Ability to plan, schedule and direct personnel and equipment in a manner conducive to full performance and high morale.
- Ability to understand and transmit oral and written instructions.
- Ability to operate equipment.
- Ability to operate and train in the operation of Vac-truck.

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KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Ability to form, pour and finish concrete.
- Good verbal and written skills.

EDUCATION AND EXPERIENCE:

High school graduation or possession of an acceptable equivalency diploma. Three (3) years experience in street construction and maintenance. Previous experience as a crew leader.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

Class "B" Commercial Florida Drivers License.

ESSENTIAL PHYSICAL SKILLS:

- Moderate (15 to 44 pounds) lifting and carrying
- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate both orally and in writing.
- Reaching
- Climbing
- Pushing
- Walking
- Standing
- Kneeling
- Bending
- Stooping
- Driving and operating equipment

ENVIRONMENTAL CONDITIONS:

- Works outside in various weather conditions with: electricity, uneven surfaces
- In moving objects or vehicles
- Below ground level

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)