

LEAD STREET MAINTENANCE WORKER

DEFINITION

Under general direction, serves as a lead worker and assumes significant responsibilities for the general maintenance, repair, construction, and inspections of roadways, street signs, parking meters, pavement markings, sidewalks, and storm water conveyance systems. Supervises, organizes, trains, and provides direction to assigned personnel. Performs skilled task related to the repair and construction of roadways, sidewalks, storm water conveyance systems, and performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS

This class is distinguished from the Street Maintenance Worker I/II classification series by the performance of more skilled and complex maintenance and repair tasks, and the requirement to oversee, lead and train subordinate employees. Incumbents may also perform all the duties customarily performed by a Street Maintenance Worker I/II.

EXAMPLES OF DUTIES

Leads and performs complex skilled maintenance, construction, and repair work at the journey level in one or more of the following trades: roadway and sidewalk construction, fencing and guardrails, roadway signage, and storm water conveyance systems. Performs street sweeping duties and USA markings of underground infrastructure.

Prepares the detailed planning, scheduling and organization of the work of assigned personnel; evaluates work performed in the field to ensure work is done properly and expeditiously; confers with Supervisor on significant deviations; reviews construction plans, prepares cost estimates as required; may assist in the preparation of annual budgets, including capital improvements; assists in projecting personnel, equipment, and material needs; opens and completes work orders; maintains records concerning installations, repairs, and the condition of City assets or site of assigned work; makes recommendations for improvements, additions, alterations and repairs and may inspect work performed by outside contractors; assists in preparing employee performance evaluations, conducts effective training on equipment operation, care, cleaning and maintenance; and general safety and work site safety; advises on safety precautions and instructs personnel in the technical aspects of work performed; responds to inquiries and complaints pertaining to the work of the Street Maintenance Section as directed; perform other duties as assigned.

**JOB SPECIFICATION
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Operates hand and power tools, and heavy equipment common to general construction and maintenance of roadways, sidewalks, street signs, parking meters, and storm water conveyance systems. Safely handles and applies thermoplastic and paint for roadway striping and markings. Reads and interprets construction plans and specifications and prepare cost estimates; meets with and monitors contractors and vendors.

MINIMUM QUALIFICATIONS

Knowledge of: Practical aspects of supervisory principles and practices including effectively maintaining a work environment that is free of discrimination and harassment; elements of work scheduling; labor and material cost estimating for street, sidewalk, and storm water conveyance system construction, repair, and maintenance projects; basic recordkeeping and budget procedures; standard safety procedures, including working practices and safety orders of the California Division of Industrial Safety pertinent to general or utility construction and maintenance; methods, tools, materials, and types and functions of equipment used; provisions of the California Vehicle Code as it applies to the loading and operation of motor vehicles; applicable Federal, State and local laws, codes and regulations.

Ability to: Supervise, schedule, train, and direct the work of assigned personnel; follow oral and written directions; prepare clear and accurate reports; prepare and maintain accurate records; read and interpret plans and specifications; be available in an emergency for night and weekend work; operate and maintain all types of specialized equipment used in the maintenance of street infrastructures and storm water conveyance system; perform skilled and semi-skilled tasks; organize and direct street, sidewalk, and storm water conveyance system projects; analyze situations effectively and develop appropriate solutions to correct problem areas, communicate in a professional manner with various personnel, including personnel from other City Departments, city residents, engineering consultants and industry representatives, communicate clearly and concisely with contacts both verbally and in writing, as needed, to perform one's assignments, interact positively and cooperatively with co-workers, respond politely to customers, work as a team member, function under demanding time pressures, respond in a positive manner to supervision, and attend work and perform duties on a regular and consistent basis.

Experience: Two (2) years of increasingly responsible experience in performing skilled work in the maintenance, repair, and/or construction of streets, roadways, storm drains systems, and/or related structures.

Education: Graduation from high school or equivalent. Associate of Arts Degree or higher in related field desirable.

Physical Requirements: Moderate and sometimes strenuous exertion required, including sustained walking, standing, bending, kneeling, crawling, climbing, and lifting.

JOB SPECIFICATION
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Works in adverse weather conditions from time to time. Exposure to dirt, noise, uneven surfaces, and/or extreme heat or cold when in the field and may be required to sit for long periods using a computer and other electronic equipment.

License: Possession of a valid Class "A" or Class "B" California Driver's License with a Tank Endorsement (including acceptable driving record), or the ability to obtain one within 12 months.

Certification: Possession of a Wastewater Collection System Maintenance Certificate Grade I issued by the California Water Environment Association, or ability to obtain Certificate within 12 months.

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