

CLASS TITLE: FLOWLINE CREW LEADER III

PURPOSE OF THE CLASSIFICATION: Under general supervision acts as a working leadsperson in performing a variety of unskilled, semiskilled and skilled tasks; performs as a member of a work group or oversees workers on individual job assignments engaged in planned, scheduled, or unscheduled general maintenance or renovation activities involving City properties and facilities; and performs other related assigned duties.

ESSENTIAL TASKS:

- Performs leadwork and directs and participates with crews involved in a wide variety of planned and scheduled maintenance and renovation activities
- Monitors and maintains worksite safety
- Monitors reservoirs and soil erosion
- Operates and adjusts valves
- Removes trash, debris, and brush from facilities
- Directs workers in semiskilled carpentry, asphalt and masonry work
- Directs movement of manpower, materials, and equipment
- Enforces rules governing reservoirs used by the public
- Reports abnormalities and emergencies in all assigned areas to authorities
- Operates and directs and trains others in the use and maintenance of heavy automotive equipment and a variety of hand and power tools and equipment
- Maintains, trims, and removes various types of plants, grasses, shrubs, and trees and oversees this work
- Maintains and orders inventory
- Monitors and completes all related paperwork
- Directs and participates in general building maintenance
- Directs cleanup of work areas and equipment when job is completed
- Repairs, inspects and maintains water lines and related structures, towers, vents, blow-offs, meters and right-of-ways
- Trains subordinates
- Assists supervisor in planning work and establishing priorities

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED), and five (5) years of progressively responsible experience, including semiskilled and skilled work in the general maintenance and renovation field with leadwork responsibility; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities, and Skills: Considerable knowledge of manual labor work practices, methods, tools and materials of varied, semiskilled maintenance work; and considerable knowledge of the hazards and safety precautions of the work. Ability to understand and follow verbal and written instructions; ability to work without supervision; ability to lead a group of workers performing manual labor for extended periods of time in varying weather conditions; ability to use and instruct others in the use of mechanical tools and equipment; ability to operate and instruct others in the use of various types of automotive and power equipment; ability to read and interpret plans and specifications; ability to plan and oversee the work of semiskilled and skilled maintenance workers; ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding.

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifting up to 10 pounds with occasional lifting up to 105 pounds; frequent carrying up to 10 pounds with occasional carrying up to 105 pounds; frequent pushing and pulling up to 20 pounds; occasional pushing and pulling

up to 60 pounds; frequent reaching, handling, smelling, and twisting; occasional bending, kneeling, crawling, feeling, and climbing; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Class "A" Commercial Driver's License (CDL); and possession of a valid Class "D" Water License as issued by the Department of Environmental Quality (DEQ).

WORKING ENVIRONMENT: Working environment is primarily outdoors and in inclement weather. May be exposed to the following: hazardous materials, animal waste/dead animals, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, trench excavations, underground gas/electric/petroleum lines, rough terrains, cutting/chipping/grinding, hazardous/toxic atmospheres, sewage, damp/wet surfaces, snow/ice covered surfaces, animal, snake, and insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, compressed gases, high noise areas, oily surfaces, and refuse/garbage/litter.

Class Code: 7527

EEO Code: N-07

Pay Grade: LT-18

Group: Labor and Trades

Series: Unskilled and Semiskilled Labor

Effective date: June 29, 2010