

CLASS TITLE: CREW LEADER I

PURPOSE OF THE CLASSIFICATION: Under general supervision acts as a working leadsperson in performing unskilled and semiskilled tasks while working as a member of a crew engaged in hazardous, heavy construction and/or major repair activities involving City services or facilities and performs other related assigned duties.

ESSENTIAL TASKS:

- Performs lead work such as planning activities according to priorities, problem solving and decision making
- Participates with other members of a crew in a variety of construction and major repair tasks
- Inspects, repairs, cleans and maintains water or sewer lines and catch basins
- Repairs and installs pipes, valves, hydrants and related facilities
- Operates, maintains and directs use of various types of hand and power equipment
- Operates and maintains a variety of heavy automotive equipment
- Completes all related paperwork
- Installs and removes shoring equipment
- Maintains worksite safety
- Maintains tool and material inventory
- Trims and removes shrubs and trees
- Trains other employees of a lower job classification in a variety of heavy hazardous construction and major repair activities
- Directs cleanup of work area and equipment when job is completed

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 three (3) years of experience performing applicable major repair and heavy construction work; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities, and Skills: Good knowledge of manual work practices, methods, tools and materials of varied, semiskilled, heavy construction work; and good knowledge of the hazards and safety precautions of the work. Ability to understand and follow verbal and written directions; ability to lead a crew of workers performing manual labor for extended periods of time in varying weather conditions; ability to read and interpret plans and specifications; and the 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, carrying, pushing and pulling up to 60 pounds; frequent balancing, bending, kneeling, handling, feeling, climbing and twisting; occasional crawling and smelling; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License. Some positions within this classification may require an appropriate water/wastewater license as issued by the Department of Environmental Quality (DEQ); some positions within this classification may require a Class "A" Commercial Driver's License (CDL) with an "N" endorsement.

WORKING ENVIRONMENT: Working environment is primarily outdoors and in inclement weather. May be exposed to the following: animal waste/dead animals, flammable liquids, traffic, cramped work area, excessive dust, weather/temperature extremes, trench excavations, underground gas/electric/petroleum lines, rough terrains, cutting/chipping/grinding, hazardous/toxic atmospheres,

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sewage, damp/wet surfaces, snow/ice covered surfaces, animal, snake and insect bites, toxic fumes/vapors/odors, confined spaces and compressed gases.

Class Code: 8524

EEO Code: N-07

Pay Grade: LT-16

Group: Labor and Trades

Series: Unskilled and Semiskilled Labor

Effective date: October 10, 2007