

TITLE: Crew Leader – Streets

PW/20

DEPARTMENT: Public Works, City of Franklin

JOB SUMMARY: This position is responsible for leading a crew of personnel in the maintenance, operation, repair, and construction of streets, other public works operations.

MAJOR DUTIES:

- o Receives work assignments and directs the work of assigned personnel in the completion of those assignments.
- o Participates in street maintenance and parks and cemetery maintenance.
- o Resurfaces and patches streets; repairs drainage facilities; constructs sidewalks, drives, curbs, and gutters.
- o Operates trucks, tractors, back hoes, trenchers, and other mechanical equipment.
- o Performs the work of the supervisor in his or her absence.
- o Cleans and maintains residential and industrial ditches.
- o Assists with snow and ice removal.
- o Assists with unstopping drains and manholes.
- o Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- o Knowledge of the repair, operation, maintenance, rehabilitation, and construction of public works facilities and structures.
- o Knowledge of the occupational hazards and safety precautions of the work.
- o Skill in oral and written communication.
- o Skill in supervision of personnel.

SUPERVISORY CONTROLS: The Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES: Guidelines include city ordinances, city personnel policies, vehicle operations laws, safety rules, and city construction standards. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY: The work consists of related duties in supervising the work of an assigned public works crew. Inclement weather contributes to the complexity of the position.

SCOPE AND EFFECT: The purpose of this position is to lead a work crew in the completion of public works assignments. Successful performance in this position contributes to the efficiency of department operations.

PERSONAL CONTACTS: Contacts are typically with other city personnel, contractors, vendors, and members of the general public.

PURPOSE OF CONTACTS: Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS: The work is typically performed while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, contagious or infectious diseases, irritating chemicals, and occasional cold or inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: This position has functional supervision over an assigned crew of personnel.

MINIMUM QUALIFICATIONS:

- o Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- o Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with one to three years of experience or service.
- o Possession of or ability to readily obtain a valid driver's license for the type of vehicle or equipment operated.