

JOB DESCRIPTION

JOB TITLE: Lead Worker, Street and Sewer Maintenance

DEPARTMENT: Public Works, Maintenance

REPORTS TO: Foreman, Street and Sewer Maintenance

PRINCIPAL PURPOSE OF JOB: Responsible for performing at a high level of proficiency all routine and non-routine functions of maintenance, installation, and repair work for streets, sewers, and traffic as assigned. Supervises the work of the crew and is the primary equipment operator for crew.

LEVEL OF AUTHORITY: Performs routine and non-routine tasks as assigned with only general direction, with closer direction for new or particularly troublesome aspects of the work. Assumes responsibility of Foreman in his absence.

WORK ENVIRONMENT: Work is primarily performed outdoors in every kind of weather conditions and in confined spaces under unpleasant conditions. Depending on task performed, the noise intensity ranges from moderate to very loud. Some tasks require working with very hot materials and hazardous substances. Work performed in this job may place the employee at risk of occupational exposure to bloodborne pathogens.

ESSENTIAL JOB FUNCTIONS:

1. Proficiently operate City equipment units such as road grader, backhoe, front-end loader, power lawn mowing equipment, and dump truck to perform any operation as necessary to accomplish the required work. This includes loading and transporting the equipment to work sites using truck and trailer.
2. Supervise and perform all functions of Maintenance Work to install and repair streets, sewer lines, manholes, storm sewers, and catch basins; to make sewer connections; and to test installation according to established procedures.
3. Supervise and perform installation, maintenance, and repair of directional and traffic signs and operations of striping machine and other spray paint equipment.
4. Locate main and lateral sewer lines and connections for contractors, utility companies, and citizens. Interpret maps and use standard detectors to specify locations, and identify locations with paint or stakes.
5. Supervise and perform mowing and spraying along curbs, sidewalks, and curb gutter lines, mixing chemicals for weed spaying equipment; operating chain saw to clear storm damage; and operating boom truck to trim trees.

6. Prepare damage and/or incident reports in accordance with established procedures.
7. Make sure all work is performed in accordance with all federal, state, and local laws, rules, and regulations, and is performed within mandated and appropriate safety standards.
8. Respond to public inquiries in a courteous manner, and refer inquiries to Foreman as appropriate.
9. Responsible for conducting required preventive maintenance work on assigned equipment.
10. Ensure that WISHA and OSHA trenching and shoring laws are complied with at all times.
11. Participate in Exposure Control Plan of the City of Anacortes in accordance with WAC 296-62-08001. Observe confidentiality in accordance with WAC 246-100-016.

ADDITIONAL JOB FUNCTIONS:

1. May perform portions of the work of higher classified positions occasionally, as assigned.
2. May perform duties of similar complexity in any City department as required or assigned.

QUALIFICATIONS:

Technical

1. Must possess a valid Washington State driver's license.
2. Must possess or obtain a commercial driver's license (CDL) to operate appropriate vehicles and equipment; desirable to have tanker license for operation of sewer collection truck.
3. Must be able to obtain State certification to operate weed-spraying equipment.
4. Must be trained in confined space procedures.
5. Must be able to obtain a first-aid/CPR card.
6. Must be able to obtain flagger certification.
7. Desirable to have pesticide certification.

8. Must have thorough knowledge of the methods, materials, tools, and equipment used in street and sewer maintenance obtained through experience as a Maintenance Worker or similar position. This includes a thorough knowledge of safety hazards and procedures, including public safety concerns.
9. Must have thorough knowledge of WISHA and OSHA trenching and shoring laws.
10. Must have ability to lead and direct the work of others, and to prepare necessary reports and other paperwork.

Physical Capabilities

1. Physical strength and ability sufficient to perform as assigned heavy manual labor for extended periods, sometimes under dirty and uncomfortable conditions and in all kinds of weather. Heavy labor is defined, for example, as operating an 85-pound jackhammer, boosting to height of head 100-pound sandbags, lifting 40-pound bags of glass beads up 3 or 4 feet, and carrying 100-pound bags of concrete short distances.
2. Physical strength and stamina to shovel and hand rake up to several tons of 300-degree asphalt in a day, as well as tolerance for the heat as workers walk in the hot asphalt as they shovel it.
3. Ability to work at heights in boom truck.
4. Ability to walk for entire shift as assigned for weed control during spraying season.

Other Capabilities

1. Ability to take initiative and apply considerable ingenuity and practical knowledge of the skill field to interpret and resolve new, unusual, or particularly troublesome situations.
2. Flexibility to be available for emergency call-outs during off-duty.
3. Ability to stay calm and work logically in emergencies and stressful situations.

Use of Tools and Equipment

Ability to acquire proficiency in the use or operation of all tools and equipment necessary to perform all street and sewer maintenance functions.

OTHER

1. As an absolute condition of employment, employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products in any form while on the job.

2. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

3. Following an offer of employment, and prior to starting work, individuals may be required to have a pre-employment physical examination by a physician designated by the City of Anacortes. The City will pay for the examination. Satisfactory clearance to perform essential job functions will be required for employment.

Are you able to perform the essential functions of this job with or without accommodation?

Yes No

If testing is required, will accommodation be necessary?

Yes No

Signature _____ **Date** _____