LEAD STREET REPAIR WORKER

DEFINITION
Under general supervision, leads assigned staff in the maintenance, repair and installation of asphalt and concrete.

ESSENTIAL FUNCTIONS
(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class). Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS
- Instructs, oversees and participates in the maintenance, repair and installation of asphalt and concrete;
- Delegates and leads in work activities including street repair, sidewalk and pothole patching, street and sidewalk painting, root and dirt removal and pouring of concrete;
- Operates, cleans and maintains vehicles and equipment;
- Inspects work areas for safety upon work completion;
- Communicates progress, problems and completion of work to supervisor;
- Updates and maintains computer files and enters daily work orders completed and in progress;
- Notifies supervisor of materials or equipment necessary to complete work orders and assists in the requisition and purchasing of materials and supplies;
- Assists in the implementation of safety procedures and guidelines for street maintenance staff;
- Assists in training staff, prioritizes work activities, monitors and assists work activities of staff.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
- Knowledgeable of asphalt and concrete maintenance, repair and installation methods and techniques and occupational hazards and safety guidelines,
- Skilled in the safe use of power and hand tools and heavy equipment used in street maintenance, following instruction, and in establishing and maintaining effective working relationships
- Ability prioritize and monitor street maintenance activities to ensure compliance to safety, handle conflicts and meet deadlines as required.
- Proficient in the use of a personal computer, electronic devices and industry related software.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Work is performed in an outdoor environment. Work may require frequent standing, walking, bending and lifting up to 50 pounds. Incumbents may be exposed to repetitive motion, extreme temperatures and weather, moving traffic and areas under construction.

QUALIFICATIONS
A high school diploma or equivalent, AND three (3) years experience in concrete and asphalt improvement projects and heavy equipment operation; OR an equivalent combination of education and experience. Must possess at the time of application and maintain a valid Class B California Driver's License.