



CITY OF FRUITA JOB ANNOUNCEMENT

Date of Posting: March 12, 2024
Job Title: Crew Leader
Department: Public Works
Salary Range: \$27.71 - \$29.34 per hour, depending on qualifications
Benefits: Health Insurance, Dental Insurance, Vision Insurance, Holiday Pay, Sick Time, Vacation Time, 401(a), Flex Spending Account, and AFLAC Supplemental Insurance
Supervisor: Crew Supervisor
FLSA Status: Non-Exempt Full Time
No. of Positions: 1

SUMMARY: Supervises the activities of personnel, field crews and individuals in the maintenance and repair of public utilities, including streets, traffic signs and markings, facilities, irrigation system and storm drains; does related work as required.

Organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

This position requires a greater degree of technical knowledge and is called upon to exercise greater degrees of responsibility and judgment. With support from the Crew Supervisor, performs as lead with on-call response, delegation, and communication.

ESSENTIAL DUTIES AND RESPONSIBILITIES - Other duties may be assigned.

- Leads, oversees, reviews, and performs the work of staff responsible for maintenance, repair, construction and installation work in streets, utilities, and related facilities; develops and implements crew assignments; assists maintenance staff in troubleshooting and performing the more complex maintenance and repair activities.
- Assist in coordinating maintenance services and activities with other City departments and outside contractors and vendors.
- Estimate time, materials and equipment required for jobs assigned; requisition and purchase supplies and materials as required.
- Establish schedules and methods for providing assigned services; identify resources, material and equipment needs; review needs with appropriate management staff; allocate resources accordingly.
- Operates a variety of equipment including dump trucks, loaders, backhoes, tractors, grounds keeping equipment, snow removal equipment, power and hand tools, and other specialized maintenance and construction equipment.
- Supervises the operation and upkeep of construction and maintenance equipment and/or machinery, including maintenance vehicles, power tools and related equipment; provides training for assigned staffing areas of work; ensures adherence to safe work methods, procedures, and practices; identifies training opportunities and needs; makes recommendations to Street Supervisor, Superintendent, Director.
- Oversee and perform maintenance, repair and installation, and reconstruction of streets and related systems; clean and seal cracks; dig out and repair sections of road as needed; fill and repair potholes in streets and alleys; patch utility cuts; shovel, rake, distribute, and clean materials necessary for completion of jobs including asphalt used in patching, repairing and reconstructing streets.

- Oversee and set up safe and effective traffic control, including street barricades and cones, prior to the performance of activities to ensure public and worker safety through work zones; direct and control traffic around work sites.
- Responds to the more difficult questions and concerns from the general public; provides information as is appropriate and resolves public service complaints.
- Demonstrates a full understanding of applicable policies, procedures and work methods associated with assigned duties; evaluates assigned work projects; coordinates work activities with other Public Works maintenance units and City departments, and performs other duties as assigned.
- Develop and maintain safety programs for assigned divisional operations, including cross training staff from other divisions that may assist or respond in the maintenance of assigned systems.

SUPERVISORY RESPONSIBILITIES

This position supervises all full and part time maintenance workers.

EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

Minimum Education: High School Diploma or GED. Must be at least 18 years of age. Associate degree in related fields preferred.

Job Requirements:

- Class A Commercial Driver's License with Tanker Endorsement.
- Traffic Control Supervisor (TCS) Certification.
- Class II Wastewater Collections license.
- Supervisory training.
- Additional requirements pertaining to area of assignment may require additional certifications.

Experience: Minimum of six (6) years of applicable experience or equivalent combination of education and experience.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Procedures, methods, materials, and equipment commonly used in the installation, maintenance, and construction of facilities, streets, utilities, equipment, buildings, grounds, and systems in area of assignment.
- Operating characteristics and safety requirements for the operation of a variety of heavy and light maintenance vehicles and equipment
- Occupational hazards and standard safety practices associated with a public works maintenance, construction, and repair program.
- City Street system and Pavement Condition Index
- Methods and techniques of scheduling work assignments, principles and procedures of record keeping and reporting.
- Basic principles of municipal budget preparation and control.
- Methods and techniques of supervision, training, and performance evaluation.
- Modern office procedures, methods and computer equipment and related software.
- Pertinent Federal, State, and local laws, codes, and regulations.
- Ability to interpret and explain City policies and procedures.
- Ability to analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Ability to accurately determine work required and estimate the man hours, materials, and cost of such work.
- Ability to read and understand engineering plans and specifications, blueprints, and technical manuals.
- Ability to communicate clearly and concisely, both orally and in writing.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Physical: Visual acuity, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, handling, fingering, grasping, feeling, talking, hearing, repetitive motions. Lifting, carrying, pushing and pulling up to 50 lbs.

Environment: Work is performed both indoors and outdoors. The worker may be exposed to the following conditions:

- ❖ Exposure to a variety of temperatures including extreme heat and cold.
- ❖ High noise levels requiring personal protection equipment and cause the worker to shout to be heard above the noise level.
- ❖ Subject to vibration, oscillating movements of the extremities or the whole body.
- ❖ Exposure to a variety of hazardous fumes, chemicals, orders, dust and gases or poor ventilation.
- ❖ Subject to moving mechanical parts, vehicular traffic, electrical current, working on scaffolding and high places.
- ❖ Subject to working on scaffolding, ladders, and high places.
- ❖ Subject to working in confined spaces.

TO APPLY

Submit an on-line application, cover letter, and resume at www.fruita.org/jobs by no later than 5:00 pm on April 1, 2024.

**The City of Fruita is an
Equal Opportunity Employer**