

# LINE MAINTENANCE CREW LEADER

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Position Code: 2140

WC Code: 7580

FLSA Status: Non-Exempt

Pay Grade: 353

Location: Public Services

Approval Date: 2023

## **General Statement of Duties**

Performs difficult skilled work coordinating a small crew in the replacement, repair or installation of water and sewer lines, taps and appurtenances.

## **Distinguishing Features of the Class**

An employee in this class is responsible for leading a small crew of workers engaged in the construction, maintenance and repair of water and sewer pipe systems, and appurtenances. Work involves participation in and supervision over an assigned project that requires technical or mechanical skill. The employee may also operate automotive or construction equipment associated with a particular work activity and leads employees. The employee is subject to working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Work is also subject to the final standards of OSHA on blood borne pathogens. Work also requires on-call and call-back duties. Work is performed under general supervision and is reviewed by frequent project inspections to evaluate work in progress and provide specific directions as required.

## **Duties and Responsibilities**

Coordinates and participates in the work of a crew in the installation, repair, maintenance or replacement of water and sewer lines and facilities.

Supervises and participates in the installation of water and sewer lines and taps.

Assembles and installs water meters.

Discusses job requirements with and receives detailed instructions from supervisor.

Oversees the loading and transporting of equipment and materials in preparation for work.

Assigns tasks to workers in the field and inspects work in progress to assure conformance with instructions.

Supervises and participates in replacing stopped and leaky water meters; assists in installing and repairing of water meters.

Operates construction equipment such as backhoes, loaders, sewer rodders, trenchers, boring equipment, etc; operates tapping machines.

Supervises the maintenance and upkeep of machinery and tools used by the crew.

Investigates complaints and trouble calls and recommends action; communicates department policies, procedures and plans to citizens.

Performs or participates in performing more difficult tasks.

Replaces landscaping damaged in construction projects; sows grass seed; plants shrubbery.

Completes work orders.

Assists in the evaluation of crews for annual performance reviews.

Performs related tasks as required.

## **Recruitment and Selection Guidelines**

### **Knowledge, Skills and Abilities**

Considerable knowledge of the principles and practices associated with the repair, replacement and installation of water and sewer lines.

Working knowledge of the tools, materials and equipment used in such repair work.

Working knowledge of the occupational hazards and safety precautions of the work.

Knowledge of town engineering specifications.

Skill in the operation of heavy construction equipment.

Ability to assign and supervise the work of others.

Ability to keep records.

Ability to establish and maintain effective working relationships with superiors and peers and deal effectively with the public.

## Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to reach with hands and arms, stand, sit, walk, use hands to grasp, handle, feel or operate objects, tools, or controls and talk or hear. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate tools and equipment. The employee is occasionally required to climb, balance, stoop, and crouch. This position involves heavy work requiring the employee to exert up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects. Lifts and carries heavy equipment and/or materials (up to 50 pounds) to carryout assignments. Must possess the visual acuity to read gauges, dials and observe moving parts of machines, and to record and review written records.

The employee may be exposed to hazardous physical conditions (including but not limited to confined spaces, heights, mechanical parts, work zones, electrical currents, and vibration) infectious diseases (air and water borne pathogens), poor atmospheric conditions (including but not limited to fumes, odors, dusts, gases, and poor ventilation), inadequate lighting, and intense noise. In addition, the work will require seasonal exposure to extreme weather conditions, snakes, insects, and wildlife common to water and sewer lines, underground utilities and construction sites.

## Minimum Education and Experience

High School diploma or GED and five to seven years of experience in semi-skilled maintenance and construction work, including experience with the operation of heavy construction equipment; or an equivalent combination of education and experience.

## Special Requirements

Possession of a valid North Carolina Commercial Driver's License Class B with a Tanker Endorsement or the ability to obtain within 18 months of hire.

Certification in NC in Water Distribution Grade C and Sewer Collection Grade II or ability to obtain within 12 months. **This may be waived in consideration of extensive directly related experience in excess of 10 years in water and sewer utility construction.**