

UTILITY LEADWORKER

Class Definition

Under supervision, leads and participates in the routine cleaning and property maintenance of grounds, buildings, and equipment.

Distinguishing Characteristics

Utility Leadworker is an advanced working/lead level class. Incumbents provide lead direction to laborers performing repetitive tasks. Duties follow a well established routine with regularly recurring manual labor assignments. This class differs from Laborer in that incumbents of that class perform a variety of manual maintenance duties and do not provide lead direction to others. Incumbents may be required to work weekends and holidays.

Typical Tasks

(This list is neither inclusive nor exclusive. Consequently, this information may not reflect Essential Functions for this class.)

Provides lead direction, and participates in, the sweeping of streets, gutters, alleys, and floors; fabrication and maintenance of bus stops, signs, shelters and benches; cleans restrooms; washes windows; and cuts weeds.

Provides lead direction over unskilled laborers, including adult offenders and parolees, performing tasks of a manual nature; ensures compliance with safety procedures.

Assists with the reconditioning and general maintenance of facilities, equipment, buildings, and grounds.

Picks up litter, empty bottles, tree and shrub trimmings; sweeps walks around public buildings.

Operates a variety of equipment including pressure washers, free sprayers, paint trailer units and boom lifts to remove graffiti.

Performs related duties as required.

Knowledge, Abilities, and Skills

Knowledge of the proper use of hand tools common to manual labor.

Knowledge of crew safety procedures and practices.

Ability to safely operate a variety of power tools commonly used in manual labor.

Ability to provide lead direction to subordinate employees.

Ability to establish and maintain effective working relationships.

Ability to follow oral and written instructions.

Ability to work alone on assigned routine tasks.

Ability to perform heavy manual labor under adverse conditions.

Ability to work at heights not to exceed 35 feet and in confined spaces.

Skill in the use of hand and power tools and heavy duty trucks.

Minimum Qualifications

Two years of experience in the routine maintenance of grounds, buildings, and equipment using common hand and power tools.

Special Requirement

Possession of a valid Class B California Driver's License may be required at time of appointment.

APPROVED: _____
Director of Administrative Services

DATE: _____