

TITLE: GATE MAINTENANCE CREW LEADER

CODE: 35711

GENERAL DESCRIPTION:

This is responsible water distribution system maintenance crew leader work involving the service and repair of water system gates and related assemblies with the assistance of a small gate maintenance crew.

Work involves responsibility for effective and timely service and repair of gates and the safety of any assigned crew members. Duties include repairing and servicing gates and related assemblies and overseeing assigned crew members. This position also has the responsibility for making difficult system maintenance decisions. This work requires that the employee have considerable knowledge, skill and ability in gate maintenance techniques.

SUPERVISION RECEIVED:

Works under the general supervision of the Gate Maintenance Supervisor or other supervisory personnel.

EXAMPLES OF DUTIES:

Oversees and corrects the work of a small work crew in the performance of gate and related assembly service and repair.

Services and repairs gates and related assemblies, including regulators and relief valves. Replaces worn or defective parts. Operates, tests, inspects, flushes, and cleans gates, regulators and relief valves.

Locates gates and related assemblies and excavates and grades, as necessary. Investigates and repairs stuffing box, gland and bonnet leaks. Installs spacers and frames to bring gate boxes and manholes up to grade.

Operates compressor truck to transport material and equipment to job sites. Operates compressor and associated tools and equipment in gate maintenance.

Reads and interprets parts diagrams, basic blueprints and sketches, and Gate Books.

Fills out forms on completed work assignments.

Demonstrates work procedures. Cites work rules violations. Assures safe work practices.

Coordinates activities on a short-term basis to assure personnel, materials and equipment necessary for assignment.

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Responds to gate emergencies at any time of day or night, as directed. Serves on-call for emergencies, as assigned.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of the methods, equipment and materials of water distribution system gate maintenance.

Some knowledge of public administration principles and practices as applied to crew operations reporting.

Good ability to communicate orally and to lead a work crew; some writing ability.

Good ability to make operational decisions within established procedures and to complete routine forms.

Good ability to oversee the activities of an assigned work crew.

Considerable ability to establish and maintain effective working relationships with coworkers and the general public.

QUALIFICATIONS:

A high school diploma or the equivalent plus four years of progressively responsible experience in pipeline system maintenance including at least two years in gate service and repair including at least some experience in a lead capacity, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

SPECIAL REQUIREMENTS:

Must have a valid Commercial Driver's License, sub-classification "B" with airbrake endorsement.