

TITLE: SENIOR SEWER MAINTENANCE CREW LEADER

CODE: 36217

GENERAL DESCRIPTION:

This is very responsible utility maintenance crew leader work involving assistance in the supervision of sewer cleaning and maintenance operations and crews.

Work involves responsibility for assisting in the assurance of safe, effective and timely correction of sewer line blockages and problems through subordinate crews. Duties include assisting in the direction of sanitary sewer and storm sewer and catch basin cleaning, clearing and pumping operations and coordinating an assigned work unit. This position also has the responsibility for making difficult sewer line maintenance technical and operational decisions. This work requires that the employee have good knowledge, skill and ability in sewer line maintenance principles and practices.

SUPERVISION RECEIVED:

Works under the general supervision of the Sewer Maintenance Supervisor.

EXAMPLES OF DUTIES:

Assists in scheduling, assigning, overseeing, and evaluating a medium size work group in cleaning and maintaining sewer lines, catch basins and related facilities.

Assists in investigating problems in the field and determining corrective actions to be taken on call for emergencies. May operate rod or jet truck in emergencies. Assists in supervising the clean-up of chemical spills in sewer lines. Takes metered readings of chemical explosiveness.

Assists in supervising pumping and cleaning operations in District water pollution control plants and pump stations. Assists in supervising cavity investigations and cellar cleaning due to sewer back-ups and water leaks. Assists in supervising snow removal at sewer plants and pump stations.

Assists in filling out forms and reporting on completed work assignments and completing employee time records.

Assists in training and counseling employees. Administers union contract language and oral warnings, and recommends higher level discipline. Assists in employee selection. Assures safe work practices.

Assists in coordinating personnel, materials and equipment necessary for projects and objectives.

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Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of sewer line maintenance principles and practices.

Some knowledge of public administration principles and practices as applied to work unit reporting and routine administrative procedures.

Good ability to communicate orally and to lead others in a work unit; some writing ability.

Some ability to administer policies and procedures including scheduling, routine decision-making and the completion of forms and reports.

Good ability to oversee others in a work unit.

Considerable ability to establish and maintain effective working relationships with coworkers, contractors, vendors, customers, and the general public.

QUALIFICATIONS:

A high school diploma or the equivalent plus six years of progressively responsible sewer line maintenance or related experience including at least two years 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.