

PUBLIC WORKS MAINTENANCE WORKER IV

DEFINITION

To lead and work with a crew of workers engaged in the construction, maintenance and repair of County roads, bridges, culverts and other related structures, various traffic control maintenance and repair activities and in the Solid Waste Site operations of the Public Works Agency; to operate a variety of heavy construction, maintenance and transportation equipment as necessary to complete daily tasks; to perform semi-skilled and skilled maintenance tasks.

DISTINGUISHING CHARACTERISTICS

The class of Public Works Maintenance Worker IV is distinguished from the next higher class of Public Works Maintenance Supervisor in that the latter is responsible for all road and traffic maintenance projects in an assigned geographic area of the County or in the operations of the Solid Waste Disposal Site.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from higher-level supervisory and management staff; coordinates, assigns and reviews the work of road and traffic maintenance crews or the Solid Waste Disposal Site.

EXAMPLES OF DUTIES -- Duties may include, but are not limited to, the following:

Supervises the work of a crew of County maintenance workers and inmate workers. Instructs workers and demonstrates proper techniques and methods of performing various tasks.

Consults with supervisor regarding assignments and activities.

Determines amount of materials and equipment required for each assignment; orders supplies and materials as needed.

Inspects work in progress for compliance with policies, procedures, specifications, instructions, and standards of quality and safety.

Keeps supervisor informed of project status and problems.

Oversees and participates in the maintenance, cleaning and repair of assigned equipment and tools.

Directs and controls traffic around work sites.

Prepares and submits records of work completed.

For Road Maintenance Operations (in addition to above duties):

Inspects roads, bridges and drainage systems for hazardous conditions and maintenance/repair requirements.

Constructs, maintains and repairs roads, bridges, culverts, drainage systems; installs guardrails.

Forms, pours and finishes concrete.

Prunes trees and other vegetation as needed.

Removes snow and ice from roads in inclement weather; removes mud / debris resulting from mud slides.

Hauls materials to and from work sites as required.

Operates heavy construction equipment, including a backhoe, bulldozer, motor grade, front loader, road mixer, chip spreader, various trucks, tractor, roller, power broom, man lift, etc; operates a compressor, sand blasters, jack hammer, chipper machine, welding equipment, cutting torch, grade and crown tools, compaction tools, and other hand and power tools.

Performs related duties as assigned.

For Traffic Maintenance Operations (in addition to above duties):

Prepares roads for striping; paints and stripes roads and curbs; paints road and sign equipment.

Installs and repairs sign posts and signs; maintains records on road sign vandalism, sign replacement and new sign installation.

Records sign / road markings and pavement classification in appropriate system.

Sets up, records and maintains traffic counts.

Installs and maintains traffic control devices, signs and road markings.

Operates road sign equipment, including heat applicator machine, compressors, paint sprayers, thermoplastic machine, road striping machine, sand blasters, scotchlite applicators, welding equipment, cutting torch, etc.

Performs related duties as assigned.

For Solid Waste Site Operations (in addition to above duties):

QUALIFICATIONS:

Knowledge of:

Pertinent federal, state and local laws, codes and regulations.

Principles and practices of supervision and training.

Basic arithmetic.

Materials, methods, practices and equipment used in road, bridge and culvert maintenance and repair activities and/or in traffic control installation, maintenance and repair activities.

Traffic laws, rules and ordinances involved in truck and heavy equipment operations; traffic control regulations.

Principles and procedures of record-keeping.

Safe work practices.

Ability to:

Understand, interpret and apply pertinent laws, codes and regulations.

Provide lead supervision and training; direct the work of a maintenance crew.

Understand and follow oral and written instructions.

Perform a variety of semi-skilled and skilled construction, maintenance and repair work.

Perform heavy construction or maintenance work within close tolerances; judge distances in ground levels and grade stakes.

Operate a variety of vehicular and stationery, light-to-heavy equipment.

Perform minor maintenance on assigned equipment.

Learn the geography and street system of the County.

Ensure work crews' adherence to established safe work rules and practices.

Maintain routine records and prepare reports.

Perform required mathematical computations with accuracy.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Work effectively in emergency and stressful situations.

EXPERIENCE AND TRAINING GUIDELINES:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of experience in road or traffic maintenance work in the County of Glenn or at the Solid Waste Disposal Site.

Training:

Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

LICENSE OR CERTIFICATE:

Possession of, or ability to obtain, an appropriate, valid California Class A driver's license with proper endorsements.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces, around machines and to climb and descend ladders, and operate varied hand and power tools and construction equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects, more than 75 pounds occasionally and frequently 50 pounds or more, as necessary to perform job functions.

WORKING CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, unusual heights, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures. Employees may be required to work on evenings, weekends, and holidays and participate in after-hours emergency response and on-call and callback assignments.