

UTILITY LEADWORKER

DEFINITION

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

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a Manager or Supervisor. Exercises no supervision. Provides lead direction to assigned staff.

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.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but not limited to, the following:

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.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The proper use of hand tools common to manual labor.

Crew safety procedures and practices.

Skill/Ability to:

Safely operate a variety of power tools commonly used in manual labor.

Provide lead direction to subordinate employees.

Establish and maintain effective working relationships. Ability to follow oral and written instructions.

Work alone on assigned routine tasks.

Perform heavy manual labor under adverse conditions.

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

Use hand and power tools and heavy duty trucks.

Safely operate a motor vehicle.

MINIMUM QUALIFICATIONS

Two (2) years of experience in the routine maintenance of grounds, buildings, and equipment using common hand and power tools.

Special Requirement

Possession and continued maintenance of a valid Class B California Driver's License with or without airbrake endorsement may be required at time of appointment.

APPROVED: (Signature on File)
Director of Personnel Services

DATE: 1/9/2024