

South Jordan City

Job Description

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| Title: | Storm Drain Maintenance Lead Worker | Effective Date: | 2/1/16 |
| Org: | 220570 | FLSA: | Non-Exempt |
| Pay Grade: | 12 | Workers Comp: | Municipal |

GENERAL PURPOSE

Perform a variety of field lead and skilled duties related to the construction, maintenance, and repairs of the City's storm water drainage system and other services as assigned.

SUPERVISOR

Storm Drain Manager

POSITION(S) SUPERVISED

Assign daily work activities to Storm Drain Maintenance Workers and Sanitation Maintenance Workers

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's supervisor.

Job attendance is required, except for authorized leave.

Receive assignments from the Public Works Director, organize crews for various assignments, and delegate work assignments to perform timely completion of assigned projects.

Operate a wide variety of light and heavy duty vehicles and equipment (including but not limited to pickup trucks, single and tandem axle dump trucks, front end loader, backhoe, and various construction equipment).

Assist in monitoring quality of operations performed by city or contract work; perform walk through inspections of infrastructure on new subdivisions, road cuts, and right-of-way permits and generate punch list items to make sure specifications and code are followed.

Make field decisions needed to remedy problems and emergencies.

Monitor equipment and inventory needs to ensure proper resources for system maintenance.

Orient, instruct, and train subordinates in the proper operation and maintenance of a variety of equipment and in proper safety procedures. Observe and actively participate in work zone safety procedures and follow safety principles when operating vehicles and equipment to reduce/eliminate accidents and injury.

Maintain computer based work orders on a daily basis to provide accurate data for monthly reports.

Compensated on-call rotations as assigned. Must remain available for phone contact and respond to work site within one (1) hour of notification and be in compliance with the City's Drug & Alcohol policies.

Subject to uncompensated stand-by by rotation for a given event, such as a pending snow storm event or response to a natural disaster. Must remain in compliance with the City's Drug & Alcohol policies.

Employee shall live no more than 30 miles from the South Jordan City border and have the ability to travel from their place of residence to the South Jordan City Public Works building in no more than 45 minutes time.

Perform other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from High School or G.E.D.;

AND

B. Two (2) years of experience in a field related to the above duties;

2. Special Qualifications:

Valid Utah Class A Commercial Driver License

Maintain Storm Drain Maintenance Worker certifications received as a level I, II and III

3. Knowledge, Skills, and Abilities:

Knowledge of specifications, machinery, materials, and methods of constructing storm water drainage systems, culverts, etc., safety standards related to construction; hazards common to heavy equipment operation; equipment maintenance and repair; legal liabilities associated with infrastructure construction.

Skill in the operation of heavy mechanized equipment as required by the position.

Knowledge of operating basic manual and power tools; the standard practices, methods, materials and tools necessary for pipe line construction and repair activities; pipe fitting procedures, pipe classifications and type; the occupational hazards and safety precautions of trench work construction and pipeline maintenance work.

Ability to operate a personal computer and Microsoft products.

Ability to operate heavy equipment of various kinds under varying condition; make minor repairs on assigned vehicles, perform heavy physical labor; develop and maintain effective working relationships with co-workers, elected officials, local agencies and the general public; communicate effectively, both verbally and in writing; work from blueprints; tolerate weather extremes in the work environment; perform basic mathematical computations in reading and using various meters, gauges and related devices.

4. Working Conditions:

Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, lifting (40-60 lbs.), etc. Talking, hearing and seeing essential to the performance of the job. Daily exposure to weather extremes and seasonal conditions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, critical thinking. Frequent local travel required in normal course of job performance.

The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person(s). This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This updated job description supersedes all prior descriptions for the same position.

Human Resources Use Only

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| Job Class: | Municipal Non-Exempt | EEO-4 Class: | Skilled Craft Wkr |
| Location: | Storm Drain | EEOP Class: | Craft Worker |
| Group/BU: | General Pay Plan | Tech-Net Match: | 2095 |