



Job Title: Tree Crew Leader, Public Works Street Division

Salary Range: \$30,859.08-\$35,004.94

Job Description: see below

Submit resume to Human Resources Director Sherry Lewis via email: lewiss@huntingtonwv.gov. Candidates may also apply in person in the HR office at City Hall, Room 14. Resumes will be received commencing Monday, August 26, through the close of business on Friday, September 6, 2019.

TREE CREW LEADER

Job Category: AFSCME Union
Department: Public Works
Division: Street

Job Code No.: DPW-04
Pay Grade: C12
FLSA Status: Nonexempt

NATURE OF WORK

This is skilled work in the construction, maintenance and repair of public works facilities within the Street Division of the Public Works Department.

Work involves responsibility for laying out and reviewing the work of unskilled and semi-skilled workers and automotive and equipment operators on minor construction projects in addition to maintaining streets, curbs and gutters. The employee participates in the work as a working crew leader. Duties may involve working from technical plans and specifications and requires skills and knowledge of construction and maintenance work and repair methods and techniques in performing work and supervising assigned personnel. Actual work is performed with little supervision, but advice on difficult problems is immediately available from the Working Foreman or Public Works General Superintendent. Work is reviewed through observation of construction or maintenance while in progress and upon completion.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Directs and assists employees in tree removal.

Lays out, leads and participates in the work of a crew engaged in the construction, maintenance or repair of streets, sidewalks, curbs, gutters and related appurtenances.

Leads and participates in the work of a crew engaged in snow removal, street salting and street cleaning.

Leads maintenance activities of drainage ditches and cutting weeds and grass.

Performs minor vehicle equipment maintenance work.

Promotes courtesy and professionalism throughout the City of Huntington.

Other duties as assigned.

MINIMUM QUALIFICATIONS

Graduation from high school or GED; minimum of one (1) year of urban area experience; considerable experience in street maintenance and construction work, including tree cutting and removal; or any equivalent combination of education and experience.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge of the principles, methods, techniques and practices of construction work and of their application to specific work situations.

Considerable knowledge of the practices, methods and equipment of public works maintenance operations, including the operation of a variety of maintenance equipment.

Considerable knowledge of the principles and practices of excavation and grading and the utilization of heavy equipment for such purposes.

Considerable knowledge of the occupational hazards and necessary safety precautions.

Skill in the operation of assigned equipment.

Ability to instruct and lead the work of a crew performing unskilled, semi-skilled or limited skill manual or equipment operation assignments.

Ability to understand and work from sketches, diagrams and blueprints.

Ability to adhere to the maintenance guidelines of a tree truck.

Ability to operate a stump grinder and various sizes of chainsaws.

Ability to climb.

Ability to establish and maintain effective working relationships with employees and the general public.

SPECIAL REQUIREMENTS

Valid Class A Commercial Driver's License (CDL) from state in which employee resides.

24-hour availability.

TOOLS AND EQUIPMENT USED

Motor vehicle, telephone, rake, shovel, chainsaw, bucket truck and stump grinder.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects and to reach with hands and arms. The employee is frequently required to sit, stand, walk, bend, kneel, talk, see, hear and smell.

The employee may occasionally lift and/or move up to 75 pounds.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily outdoors in all weather conditions, including temperature extremes and wet and/or humid conditions. Work is occasionally performed in emergency and stressful situations.

The employee frequently works near moving mechanical parts and is exposed to fumes or airborne particles, heavy traffic and loud noise.

The noise level in the work environment is usually loud.

SUMMARY

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the City of Huntington and the employee and is subject to change by the City as the need arises.