

MAINTENANCE CREW LEADER

Job Code	Pay Grade
13590	CL7

Nature of Work

This is supervisory work over a small, labor-intensive crew performing routine semi-skilled work in general maintenance, construction or repair. Employees in this class perform working supervisory duties. Employees exercise technical independence in determining work methods and procedures and receive assignments and instructions, which may be accompanied by sketches or diagrams.

Minimum Qualification Requirements

- 2 years of general construction, maintenance, construction, or repair work that includes lead worker, supervision or supervisory training; or
- An equivalent combination of education, training, and/or experience.

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- A Commercial Driver's License must be obtained within 1 year of employment or employment may be terminated.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Performs lead supervisory work over general utility and labor crews.
- Performs maintenance and calibration of pumps, starters, small engines, generators, tank level indicators, and other mechanical equipment.
- Operates and monitors various equipment, machinery and pumps, as well as trucks.
- Supervises and performs manual custodial, housekeeping and landscaping tasks; preventative maintenance and repair of equipment, machinery and tools.
- Maintains inventory of supplies and materials.
- Acts as public relations person informing the public on county operating procedures, rules and regulations.
- Trains new employees; assists in employee evaluations and counseling process.
- Coordinates the activities of volunteer personnel as needed within the section or department.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of occupational hazards and safety precautions related to labor-intensive crew assignments.
- Knowledge of methods, materials, equipment and practices of custodial, housekeeping and landscaping work.
- Skill in using a variety of standard hand tools, machines and equipment used in labor intensive crew work.
- Ability to detect defects in machinery and equipment operation and make proper repairs or adjustment.
- Ability to work from oral or written instructions, basic diagrams and sketches and supervises workers in custodial, housekeeping, maintenance or repair work.
- Ability to keep basic records, establish grades, read grade stakes and operate machinery and equipment related to maintenance and repair work.
- Ability to do heavy manual labor for extended periods, occasionally in adverse weather conditions.

For official use only

Revised	EEOC Code	Overtime Code
4/08	Service Maintenance	Classified