

# **LABOR CREW LEADER**

**Department: Varies**

**Classification: Non-Competitive**

**Specification Number: 0500**

**Approved: 4/25/22**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

Completion of nine (9) school grades, and two (2) years of experience in laboring work.

## **NECESSARY SPECIAL REQUIREMENTS**

Possession of a valid appropriate license issued by the New York State Department of Motor Vehicles. The type of assignment and vehicle to be operated will be determined by the appointing authority.

## **DISTINGUISHING FEATURES OF THE CLASS**

An employee in this title is a working crew leader within a small crew involved in a variety of routine tasks related to roadway maintenance, grounds maintenance, or other labor activities. Duties assigned are not ordinarily of a specialized nature and the essential requirement is the ability to lead other full-time and seasonal personnel in the efficient performance of assigned duties. No responsibility is involved for making difficult or technical work decisions. Detailed assignments are received for all the routine tasks, and the work is closely checked while in progress and upon completion by an administrative supervisor. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

Assigns, supervises and participates in the work of small crews engaged in the patching of roads, erecting or removing of street signs or snow fences or clearing of snow;

Supervises a small crew in striping Town roadways; cleans and maintains equipment;

Assigns, supervises and participates in the work of a small crew engaged in digging or reconditioning drainage ditches and installing culverts;

Assigns, supervises and participates in the work of a small crew involved in the performance of grounds maintenance activities including cutting grass, removing weeds and trimming hedges;

Drives truck hauling crew, equipment and materials to and from work;

Maintains time records;

May oversee seasonal personnel in the performance of assigned duties.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

Some knowledge of standard tools and practices used in general labor work; some knowledge of the hazards of laboring work and the necessary safety precautions; some knowledge of effective supervisory techniques; ability to plan, assign and supervise the work of labor crew personnel in a manner conducive to full performance and high morale; ability to understand and follow oral and written instructions; skill in the use of common hand tools; physical condition commensurate with the demands of the position.