



City of Tempe

STREET MAINTENANCE TEAM LEADER

JOB CLASSIFICATION INFORMATION				
<i>Job Code:</i>	193		<i>FLSA Status:</i>	Non-Exempt
<i>Department:</i>	Engineering & Transportation		<i>Salary / Hourly Minimum:</i>	\$22.771635
<i>Supervision Level:</i>	Non-Supervisor		<i>Salary / Hourly Maximum:</i>	\$30.741827
<i>Employee Group:</i>	NSU		<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified		<i>Market Group:</i>	Solid Waste Equipment Operator II+
<i>Drug Screen / Physical:</i>	N	N	<i>EEO4 Group:</i>	Service Maintenance

DISTINGUISHING CHARACTERISTICS

REPORTING RELATIONSHIPS
Receives general supervision from higher supervisor or management staff.
Exercises functional and technical supervision over Street Maintenance Equipment Operator I/II and temporary employees.
<u>When assigned to Pest Control function:</u>
Exercises technical supervision over licensed applicators (Pest Control Technicians, Groundskeeper II, Senior Groundskeeper and Parks and Golf Course Coordinator) in the application of pesticides.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	<p>Three years of increasingly responsible full-time street maintenance experience.</p> <p><u>When assigned to Pest Control function:</u></p> <p>Three years of responsible landscape, grounds or facility maintenance experience with at least two years of state certified experience in the application and use of pesticides.</p>
<i>Education:</i>	<p>Equivalent to completion of twelfth grade supplemented by applicable training in equipment operation and maintenance and the ability to read, write and perform mathematical calculations involving fractions, decimals and percentages at a level necessary for successful job performance. Basic Computer skills preferred.</p>

<i>License / Certification:</i>	<p>Possession of a valid Arizona Class A driver's license with a Tanker Endorsement.</p> <p><u>When assigned to Pest Control function:</u></p> <ul style="list-style-type: none"> ● Possession of Arizona Structural Pest Control Commission Certifications for a minimum of two years, in all three of the following categories: Turf & Ornamental, Weed, and General Pest. ● Possession of, or required to obtain within 60 days of hire, State of Arizona Structural Pest Control Commission Qualifying Party Licenses in the three categories listed above. ● Possession of, or required to obtain within 6 months of hire, Arizona Structural Pest Control Commission Certifications in Aquatics and in Wood Destroying Organisms (Termites). ● Continued employment in this classification requires annual renewal of certifications and licenses per State of Arizona Structural Pest Control Commission Laws and Administrative Rules, 32-2312, Section C. <p>NOTE: Certification and licensing requirements based on State and Federal regulations are enforced through the Arizona Structural Pest Control Commission.</p>
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ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. To lead and participate in the work of a maintenance or construction crew; and to operate the most difficult and complex heavy equipment in a variety of maintenance and construction activities including excavating, grading, paving, rolling, patching, milling and related operations according to required standards.

OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Perform job duties adequately and properly; follow personnel and department policies and operating procedures; show respect, tact, and courtesy in dealings with coworkers and the general public; behave in a manner that does not obstruct or hinder other employees from completing their duties; act in a manner that is safe and follow the City's safety procedures at all times.
- Plan, prioritize, assign, lead and review the work of staff in maintenance work relating to streets, alleyways, right-of-way infrastructure, bike paths, bridges, and street sweeping.
- Act as a coach and mentor to team members; facilitate and participate in team member's Individual Development Plans.

- Establish and maintain effective working relationships with team members and the general public.
- Recommend and assist in the implementation of goals and objectives; implement policies and procedures.
- May act in Streets Supervisor's absence.
- Assist in establishing methods and schedules for operations and maintenance activities; coordinate work schedules with contractors and other City departments.
- Evaluate operations and activities in assigned areas of responsibility and recommend improvements and modifications.
- Investigate complaints and requests for service from the general public and recommend corrective actions.
- Facilitate monthly training meetings; assist in the training of staff.
- Develop and provide presentations on work areas and procedures to work team, at division meetings, department head meetings and to City Council.
- Schedule blue stake for utilities.
- Operate heavy construction equipment such as large dump trucks, loaders, cranes, graders, bulldozers, rollers, pavers and other equipment.
- Maintain records related to particular assignment; input and recall information into a database.
- Grade and crown City streets, roads and alley using a motor grader; roll asphalt.
- Install street barricades and cones prior to the performance of construction and repair activities; direct and control traffic around work sites.
- Read maps for the location and verification of work assignment and hazards such as manholes and sewer, gas, electrical, and water lines.
- Identify equipment needs for each assigned project; evaluate equipment condition and request needed repairs.
- Use basic hand tools, jackhammers, routers, blowers, saws, etc.
- Perform related duties as assigned.
- Physically present to perform the duties of the position.

When assigned to Pest Control function:

- Provide leadership to employees performing pest control functions; provide or coordinate training; ensure compliance with State certification and licensing requirements for all contractors and pest control staff.
- Maintain the City's pesticide and spray equipment inventory; maintain records and reports related to the application of chemical pesticides.
- Maintain and inventory pesticide storage buildings, pesticide vehicles and staff work areas according to State and Federal regulations.
- Mix and apply chemical pesticides to City parks, golf courses, buildings, right-of-ways, alleys and other property; complete daily logs and prepare organized and legible reports of all work performed; use computer for data entry and retrieval, report creation and filing and printing special requests.

- Assess and remove from City properties as required, bee colonies that pose any threat to public safety.
- Identify and create specific control plans for nuisance pests such as roaches, mosquitoes, rodents and birds and for any problematic weeds.
- Perform termite inspections in areas treated by outside contractors and notify supervisor of any termite activity in untreated city properties.
- Post notices regarding pesticide application prior to spraying; respond appropriately to requests and inquiries from the general public and other City staff.
- Calibrate equipment for accurate application of recommended amount of chemicals; use, clean and maintain spray equipment and other tools as required.
- Identify equipment needs for each assigned project; use mathematical skills involving fractions, decimals and percentages to calculate area and amount of chemical to be used.
- Utilize proper safety procedures and precautions related to all work performed.
- Perform related duties as assigned.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Lift heavy objects;
- Move heavy objects with forklift, dolly, etc.;
- Operate city vehicles (pick-up trucks, dump truck, street sweeper, grader, loader);
- Use power tools (i.e. jackhammers, chain saws, and power tools, etc.);
- Use tools (i.e. hammers, shovels, asphalt rakes, wheel barrels, etc.);
- Climb stairways, ladders, and work on elevated structures;
- Traverse uneven surfaces;
- Traverse considerable distances during workday with or without an accommodation;
- Other physical labor essential to the classification (remove graffiti and trim landscape);
- Work in a stationary position for considerable periods of time;
- Operates computers, calculators and other office machines;
- Extensive reading and close vision work;
- Work out-of-doors in inclement weather;
- Exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.;
- Exposure to hazards of electrical shock, falls, noise, equipment operation, etc.;
- Exposure to blood and airborne pathogens; bodily fluids; etc.;
- Exposure to chemicals, petroleum products, cleaning agents, fumes, etc.;
- May require working extended hours;
- May work alone for extended periods of time;
- Operate city equipment (i.e. bucket truck, loader, fork lift, paint sprayer, and pest control sprayer).

COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i> City of Tempe, AZ : Competencies</p>		

JOB DESCRIPTION HISTORY
<p><i>Effective November 1988</i> <i>Revised April 1997</i> <i>Revised November 2000</i> <i>Revised November 2001 (range adj due to market)</i> <i>Revised and Re-titled December 2005</i> <i>Revised January 2007 (added Pest Control assignments)</i> <i>Revised Dec. 2007 (changed exp. and DL requirement)</i> <i>Revised March 2019 (PW Reorg – moved to Engineering & Transp. Dept.)</i></p>