



## City of Venice, Florida Job Announcement No. 1813

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**Classification Title:** Stormwater Crew Leader

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**Department:** Engineering

**Pay Grade:** (AFSCME) 124

**FLSA Status:** Non-Exempt

### General Statement of Job

Leads stormwater crew while performing all aspects of stormwater maintenance services for the City of Venice.

#### City Expectations:

All City of Venice employees are expected to demonstrate PRIDE in their jobs by being Productive, Responsible, Innovative, Dedicated and Ethical.

In addition, certain essential city services are required to be maintained in any civil emergency. Depending upon the type of emergency, any and all employees may be activated as essential employees in the event of an emergency.

### Specific Duties and Responsibilities

#### Essential Functions:

1. Assigns tasks, provides guidance, and operates as part of the crew engaged in stormwater maintenance activities. Ascertains all necessary equipment and materials are available to perform scheduled work.
2. Ensures positive drainage flow through site analysis and grade elevations before and after construction activities.
3. Provides project material quantity measurements and assists with ordering materials.
4. Ensures correct set up of Maintenance of Traffic and work zone as well as safe crew work practices.
5. Responds to homeowners' requests and concerns regarding stormwater activities in a professional manner.
6. Maintain and repair stormwater maintenance equipment.
7. Pre-check daily work orders to prioritize assignments in coordination with the Public Works Maintenance Supervisor and Stormwater Engineer.

8. Make recommendations to the Stormwater Engineer regarding work methods, crew sizes, etc. for work in progress.
9. Accurately and legibly completes and maintains work orders, records, reports, forms, and other required documentation.
10. Safely and efficiently drives and operates city vehicles as required.

**Responsibilities:**

Responsible for personal and crew safety and proper use/care/maintenance of tools/equipment used. Responsible in work to the Stormwater Engineer.

**Minimum Education and Training**

High school graduate or equivalent with three (3) years' experience in stormwater construction. Must possess and maintain Florida Maintenance of Traffic Certificate or have the ability to obtain within six (6) months from date of hire.

**Minimum Qualifications and Standards Required**

**Skill Requirements:**

Knowledge of applicable methods, materials, equipment and techniques for stormwater maintenance and repair including construction activities such as road repair, excavation, pipe installation, tree trimming, and utility locates. Capable of sustaining regular and predictable attendance. Awareness of occupational hazards and safety precautions as well as working safely in close proximity to electrical lines, utilities, streets and other construction hazards. Able to read and comprehend written directions and to complete all forms and reports legibly and accurately. Ability to communicate effectively orally, in writing, and via two-way radio. Must be able to establish and maintain effective working relationships with co-workers, supervisors and the general public. Must possess a Florida class "B" Commercial Drivers License (CDL), with the appropriate endorsements and free of any serious violations.

**Physical Requirements:**

Ability to sit stands, walk, climb, bend, stoop, reach, and lift up to 40 pounds. Physical exertion large part of job. Ability to work outside in all kinds of weather and for prolonged periods of time. Must have good eyesight and hearing with or without aides. Must possess excellent hand and eye coordination. Reasonable accommodation will be considered for individuals with physical disabilities.

**Working Conditions:**

Work is primarily performed outdoors in all types of weather conditions. May also work in roadways where vehicle traffic hazards exist.

**Other:**

It is understood that every incidental duty connected with operations enumerated in the job description is not always specifically described, and employees, at the discretion of the City, may be required to perform duties not within their job descriptions.

**PLEASE NOTE:** Any interested applicant must make written application (online at [www.venicegov.com](http://www.venicegov.com) or in person) to the Administrative Department before 4:00 pm on the closing date, which is **October 15, 2017**.

**SALARY RANGE:        \$16.4335 -    \$23.9921 HOUR  
                             \$34,181.68 - \$49,903.57 ANNUAL  
                             GRADE 124**

(Except as may be provided in Article 9 of the AFSCME Agreement for promotion, transfers, demotions, etc.)

Applicants (with the exception of current city employees) given a conditional offer of employment will be subjected to physical examination, drug, tobacco/nicotine screening, review of driver's license record, criminal background, and references from previous employers.

*The City of Venice is an Equal Opportunity Employer*