

ASSISTANT CREW CHIEF

DISTINGUISHING FEATURES OF THE CLASS: This is manual work involving responsibility for leading and participating in the work of a crew in the proper and efficient completion of a variety of maintenance, construction and repair projects which may be relative to roads, facilities, parks and/or recreation. Work is performed under general supervision of the Crew Chief and/or the Highway Superintendent, with limited leeway allowed for the exercise of independent judgment. While supervision is exercised over road maintenance equipment operators or laborers, incumbents participate fully in the work of the crew. This position differs from Crew Chief in the level of independence and the complexity and duration of project assignments. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Leads and participates in the construction of gravel, macadam, asphalt and concrete roads;

Leads and participates in the excavation, grading, drainage and embankment projects;

Leads and participates in the cleaning of ditches, basins and culverts

Leads and participates in ice control and snow removal activities;

Leads and participates in tree removal, pruning and care, as well as brush cutting activities;

Leads and participates in the fabrication and erection of traffic control devices in accordance with the New York State Department Manual of Uniform Traffic Control Devices;

Operates a variety of motor vehicles and equipment;

Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the practices, tools and terminology used in road maintenance activities; knowledge of basic landscaping techniques; ability to assist with planning and directing the work of others; ability to understand and follow oral and written directions; ability to work well with others; ability to maintain simple records and prepare simple reports; dependability; good judgment; resourcefulness; willingness to respond to emergencies.

MINIMUM QUALIFICATIONS:

Two (2) years of experience in road maintenance or construction, one (1) year of which shall have included the operation of motor vehicle equipment.

SPECIAL REQUIREMENTS:

1. Possession of a valid New York State Commercial Driver's License (CDL) with required endorsements.
2. Under New York State law, applicants for the CDL must be 21 years old.