

INTERNAL JOB POSTING

TOWN OF WALLINGFORD EMPLOYEES ONLY

Current full -time Classified Service
Town of Wallingford Employees Only

JOB OPENING NOTICE – PUBLIC WORKS WORKING CREW LEADER

\$29.99 - \$34.94

(Hourly)

(Contract Currently Under Negotiations)

There is (1) one opening for a Working Crew Leader at the Department of Public Works. The duties and requirements are indicated in the job description on the reverse side of this posting.

Current full-time Classified Service Town of Wallingford employees in the Town, Utilities and Board of Education who possess the minimum qualifications and wish to apply for this position may do so by submitting an up-dated application form on or before 5:00 P.M. on Wednesday, October 11, 2023.



James R. Hutt, Jr.
Human Resources Director

PLEASE RETURN APPLICATIONS TO:

TOWN HALL
HUMAN RESOURCES DEPARTMENT
ROOM 301
45 SOUTH MAIN STREET
WALLINGFORD, CT 06492

PLEASE RETURN BY: WEDNESDAY, OCTOBER 11, 2023 - BEFORE 5:00 P.M.

Employees who fail to submit an updated application form for this opening will not have their names considered further in the selection process. Absolutely no exceptions will be made to this requirement.

POSTING DATE:

Friday, September 29, 2023

POSITION TITLE: WORKING CREW LEADER

DEPARTMENT: Public Works

GENERAL STATEMENT OF DUTIES: Provides first-line supervision of assigned crew or crews. Responsible for the safety of work sites, including, but not limited to work zones, roadways, construction activities and equipment operations. Ensures safe work practices including the proper utilization of trench boxes and use of all personal protective equipment (PPE) as required. Ensures crew members are issued proper equipment. Trains employees in the proper use of equipment and tools as assigned. Participates in accident investigations as required. Makes recommendations to the supervisor for safety training and programs related to construction and maintenance activity. Lay out work and get equipment for an assigned crew for a particular task or series of tasks in maintenance, repair or construction of roadways, sewers or other areas under jurisdiction of the Public Works Department and perform mechanical or laboring tasks in concert with the crew. May operate any required equipment for the task. May perform manual tasks. May perform trade operations. When assigned, performs tasks of a related or lesser grade.

SUPERVISION RECEIVED: Works under direction of the Superintendent or Foreman who reviews work for effectiveness, efficiency of operations and inspects work in progress or completed.

SUPERVISION EXERCISED: Supervises a work crew of laborers, maintainers or others as assigned. May substitute for the Foreman in his absence.

REQUIRED QUALIFICATIONS: KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of the materials, methods and techniques used in the road, street and sewer construction, maintenance and repair. Considerable knowledge of safety standards, procedures and regulations related to assigned work. Considerable knowledge of the uses and operating characteristics of construction equipment; considerable physical strength and stamina; ability to lay out, supervise and work with a crew in a specific task; ability to establish and maintain effective working relationships with employees; ability at clear and concise written and oral instructions.

EXPERIENCE AND TRAINING: Must possess a high school diploma or GED. Not less than five (5) years experience in a field related to heavy construction of which three (3) years shall have been in a special skill, manual or mechanical with one (1) of these preferably as a crew leader OR one (1) year of training in a skilled trade substituted for one (1) year of experience up to four (4) years and one (1) year employment in construction operation preferably as a crew leader OR an equivalent combination of experience and training. Must possess and maintain a valid State of Connecticut Commercial Driver's License.