

## **ROAD MAINTENANCE LEADER**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for leading and participating in tasks related to construction, maintenance and repair of highways and roads. Work is carried out in accordance with established procedures and involves leading and participating in a crew engaged in highway-related equipment operation and manual work. The class differs from that of Working Supervisor in that in a town or village the Working Supervisor oversees and participates in the overall work of the Highway or Public Works Department whereas the Road Maintenance Leader has less responsibility, leading and participating in the work of a crew. Work is performed under the general supervision of a higher level employee. Supervision is exercised over the work of subordinates. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Leads and participates in tasks related to the construction, maintenance and repair of highways, roads, drains, ditches and structures related to the highway system;

Leads and participates in the cleaning of ditches, mowing of grass and cutting of brush along right of way;

Supervises a sub-station or sub-station crew;

Leads in and participates in ice and snow removal and salting of roads;

Leads and participates in the setting of guard rails, posts and placing of road signs;

Assigns tasks to skilled, semi-skilled and unskilled workers;

Transports equipment and workers;

Maintains records of hours employees work and inventories of supplies at substations;

Requisitions materials and supplies for substations;

May operate construction equipment.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:** Good knowledge of safety procedures; working knowledge of modern road construction, maintenance and repair practices; working knowledge of the tools, equipment and materials used in road construction and maintenance work; ability to plan and supervise the work of others; ability to understand and carry out oral and written instructions; ability to read and work from rough sketches or blueprints; ability to keep simple records and make work reports; dependability; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Two (2) years of experience in the construction and maintenance of roads.

**Special Requirement:** At time of appointment, must possess a valid New York State Driver's License appropriate for the vehicle and/or construction equipment being operated.

Ulster County employees promoted to a class in direct line of promotion, which requires a valid New York State Motor Vehicle Class B (CDL) at the time of a promotional appointment must possess such licensure by the end of their probationary period, not longer than six months.

**Special Requirement for Positions in Ulster County Department of Public Works:** Candidates for employment in this position must possess a valid New York State Motor Vehicle Class B (CDL) License with required endorsements, if any, at time of appointment.

Ulster County employees promoted to a class in direct line of promotion, which requires a valid New York State Motor Vehicle Class B (CDL) at the time of a promotional appointment must possess such licensure by the end of their probationary period, not longer than six months.

New York State Class B CDL Driver License Vehicle Description: Gross Vehicle Weight Rating (GVWR) of more than 26,000 lbs. Class B may tow vehicles with a Gross Vehicle Weight Rating (GVWR) of 10,000 lbs. or less, or may tow a vehicle of more than 10,000 lbs. providing the Gross Combination Weight Rating (GCWR) is not more than 26,000 lbs.

Fuel Truck operation may need other requirements (X endorsement). This is not required unless assigned to the operation of a Fuel Truck.

**Special Note:** In accordance with Federal Highway Administration (HWA) 49CFR382, all prospective employees will undergo drug/alcohol testing prior to appointment and will undergo random drug/alcohol testing during the course of employment.

ULSTER COUNTY  
5620 RD MTC LDR  
Classification: Non-Competitive  
Grade: 7 (reallocated from 6 ODPO 9922)

Revised: July 17, 1990  
Revised: December 22, 2003  
Revised: March 19, 2004  
Revised: September 11, 2007  
Revised: November 19, 2007  
Revised: July 2, 2012