

**TRINITY BAY CONSERVATION DISTRICT  
EMPLOYMENT OPPORTUNITY**

**JOB TITLE:** Crew Leader  
**REPORTS TO:** Crew Foreman  
**DEPT/DIV:** Water/ Sewer Maintenance

**STARTING SALARY:** (D.O.E.)

**APPLICATION DEADLINE:** Until Filled

**DUTIES AND RESPONSIBILITIES**

**Essential Job Functions:** Supervises and participates with work crews in the maintenance of, water mains, sewer mains, manholes, fire hydrants, water meters and lift stations; receives job assignments from foreman and dispatcher; operates machinery, drives light and heavy duty vehicles, backhoe, mini excavator, forklift, front end loader, power saw, winch, and uses various hand tools; repairs fences, culverts and landscapes; reads maps and blueprints; interacts with the public; distributes tools, equipment and supplies as needed; maintains necessary inventory of equipment and material on truck, enforces safety regulations, prepares various reports and record of activities, hours worked, materials used, accidents and customer complaints; conducts vehicle and equipment maintenance.

**Other Job Functions:** Performs related duties as assigned. *Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.*

**WORKING CONDITIONS**

Works inside and outside in all kinds of weather; exposed to possibility of physical injury while operating equipment or when working in traffic or utilities construction areas and from constant/extreme noise; working in trenches, ditches, manholes and around mechanical, electrical, explosive, fume/odor, dust, insects and vapor hazards; subject to call out 24 hours a day; may work varying schedules. Must be available to work Monday through Thursday 7:00 a.m. thru 5:30 p.m. and overtime when necessary. Available to take after hour calls.

**MINIMUM ESSENTIAL QUALIFICATIONS**

**Knowledge:** Knowledge of materials, methods and techniques commonly used in utilities maintenance, repair, and major construction activities; Utility maintenance and construction; knowledge of hazards and safety precautions applicable to the assigned work; knowledge of traffic control and working around underground utilities.

**Skills/Abilities:** Ability to plan, assign and supervise the work of skilled and semi-skilled employees performing various tasks; ability to understand, follow, and issue oral and written instructions; ability to read and interpret blueprints, diagrams, and sketches; ability to operate heavy equipment, water pump, air compressor, power saws, jackhammers and various small hand tools; ability to establish and maintain effective working relationships with other employees and the public. Must be able to write legibly and use personal computer.

**Physical Requirements:** **Essential** Constantly sees, talks, and hears; frequently lifts, carries and drags objects weighing up to 100 lbs.; climbs, crawls, kneels, squats, stands, stoops, bends, walks, drives vehicles, operates equipment and writes by hand; infrequently pulls, pushes and holds objects weighing up to 50 lbs.

**Education/Experience:** Graduation from high school or equivalent supplemented by advanced courses in utilities repair and maintenance preferred; five (5) years of experience in the maintenance, repair and construction of water utility lines and equipment; five (5) years of supervisory experience; minimum two (2) year experience in operating mini excavator and backhoe around underground utilities; ability to shoot grade preferred.

**Other:** Must possess a valid Class A CDL driver's license with a good driving record. Other state valid Driver's License equivalent to Texas Class A with a good driving record will be considered. Texas state law requires within 30 days of residency, you must possess a valid Texas driver's license. Class I maintenance license preferred. **Applicant selected for hire will be subject to a background investigation and drug/alcohol screen test.**

**Trinity Bay Conservation District does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. To request a reasonable accommodation or other assistance contact Human Resources at (409) 296-3602 or mail your request to P.O. Box 599 , Stowell, Texas 77661. The District may consider all related education and/or experience in determining the applicant's minimum qualifications and starting salary.**