

LINN COUNTY CLASSIFICATION SUPPLEMENT

TITLE: LEADWORKER

NUMBER: 269

PAY RANGE: N/A

CATEGORY: TEAMSTER

APPROVAL ORDER

NUMBER: 2001-437

DATE: December 4, 2001

THE LEADWORKER: The Leadworker is an employee whose normal tasks are in a mechanic, road, bridge, or traffic worker classification, and who has been designated in writing by the Roadmaster as a Leadworker. Designation as a Leadworker, and revocation of such designation is in the sole discretion of the Roadmaster or designated representative.

SUPERVISION RECEIVED: Works under the direction of a Division Supervisor who assigns duties, observes performance and inspects work upon completion for conformance to construction and maintenance standards.

SUPERVISION EXERCISED: In addition to the regular duties of their specific classification, exercises supervision over employees, in the absence of, and when directed by, the Division Supervisor. May assist Division Supervisor in the training and evaluation of division employees.

Discipline of employees is not a duty of a Leadworker.

ESSENTIAL FUNCTIONS: A person employed in this classification supplement must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

1. Assist Division Supervisor plan and schedule maintenance and construction activities.
2. Address questions and inquiries from the general public in the absence of the Division Supervisor.
3. Respond to emergencies during and after normal duty hours, dispatch division employees and equipment at the direction of or absence of the Division Supervisor.
4. Relate, convey or report status of emergencies, projects, or other activities to the Operations Manager or Roadmaster in the absence of the Division Supervisor.

RECRUITING REQUIREMENTS: Refer to specific classification.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Refer to specific classification.

*Leadworker designation entitles individual to additional compensation at the rate of 5% of base salary.