DENVER
THE MILE HIGH CITY

Office of Human Resources
Crew Lead – LJ3341
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General Statement of Duties

Performs regularly assigned lead work over a crew in the field that is involved in the construction, repair, and maintenance of City facilities, infrastructure, or equipment including city streets, waste services, sewer and storm drains, golf courses, parks, airport structures, or traffic devices.

Distinguishing Characteristics

This class is distinguished from the Operations Supervisor that performs supervisory duties over non-supervisory and working supervisory employees involved in the operation, construction, maintenance, and repair of City facilities, infrastructure, parks, and urban forests or in the collection and disposal of solid waste.

Essential Duties

Leads a crew in the field that is involved in the construction, repair, and maintenance of city streets, waste services, sewer and storm drains, golf courses, parks, airport structures, traffic devices, and other City facilities, infrastructure, and equipment.

Oversees work in-progress to ensure quality, effectiveness, and efficiency of unit activities and output. Implements safety standards, ensures compliance, and prepares work records and reports.

Operates and maintains equipment for the assigned function.

Trains employees in the day-to-day procedures of the work unit and mastery of individual knowledge, skills, and abilities essential to work tasks.

Develops or modifies work plans, methods, and procedures, determines work priorities, and develops work schedules to provide adequate staff coverage.

Provides work instruction and assists employees with difficult and/or unusual assignments.

Assigns and distributes work, reviews work for accuracy and completeness, and returns assignments with recommendations for proper completion.

Resolves problems encountered during daily operations and determines appropriate solutions.

Contributes to the development of the performance enhancement plan, documents performance, provides performance feedback, and furnishes information for the formal performance evaluation.

Responds orally to informal grievances and relays information to the supervisor.

Documents situations which may be cause for disciplinary action and provides this information to the supervisor.

By position, may be required to be on-call to address emergent needs.

Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Decision Making – Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination, draw conclusions, or solve a problem.

Influencing - Collaborates with, persuades and influences others.

Reading - Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.

Technical Competence – Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Coaching - Provides others with clear direction, motivates, and empowers. Recruits staff of a high caliber and provides staff with development opportunities and coaching.

Oral Communication – Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Written Communication – Composes, reviews, edits, and issues written materials for diverse audiences and communicates purpose in a succinct and organized manner that is appropriate for context, time, and place.

Knowledge & Skills

Knowledge of safety practices and precautions sufficient to be able to supervise, train, and provide safety instructions to subordinates and others and to recognize and correct hazardous situations.

Knowledge of principles and methods for operating industrial equipment.

Knowledge of motor vehicle engines, parts, and systems including their designs, uses, repair, and maintenance.

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Knowledge of GPS navigation tools and interpreting maps to complete routes.

Knowledge of basic computer skills including email communication, data entry, etc.

Knowledge of tablet functionality to conduct assigned duties efficiently.

Level of Supervision Exercised

Performs leadwork over assigned staff.
By position, supervises a field crew.

Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

Experience Requirement

Three (3) years of experience as a member of a crew performing a wide variety of construction, maintenance, waste services, and/or repair work.

Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of applicatin.

By position, requires an Agricultural Pest Control Certificate for application of restricted chemicals from the Colorado Department of Agriculture.

By position, requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements at the time of application.

By position, requires a State of Colorado Flagging and Barricade Certificate. Completion of the Office of Human Resources' supervisory training courses prior to the end of the probationary period.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

For DPL Positions Specifically:

Atmospheric Conditions: conditions that affect the skin, eyes or respiratory system.
Potential exposure to cement dust.
Potential exposure to chemicals, gas and low-level radiation.
Potential exposure to cold temperature, cold enough to cause bodily discomfort.
Potential exposure to cold weather conditions (indoor/outdoor).
Potential exposure to conditions that affect the skin or respiratory system.
Potential exposure to dust.
Potential exposure to extreme temperature changes.
Potential exposure to hazardous anesthetic agents, body fluids, and bio-wastes.
Potential exposure to hazardous conditions where there is a danger to life, body, and/or health.
Potential exposure to hazardous/toxic chemicals.
Potential exposure to hazards from electro/mechanical/power equipment.
Potential exposure to hazards of steam and heat.
Potential exposure to heat temperatures, hot enough to cause bodily discomfort.
Potential exposure to hot and humid work environment.
Potential exposure to housekeeping/cleaning agents/chemicals.
Potential exposure to humid conditions with high moisture content to cause bodily reactions.
Potential exposure to infection from disease-bearing specimens.
Potential exposure to infections and contagious diseases.
Potential exposure to odorous chemicals.
Potential exposure to pesticides or fertilizers.
Potential exposure to the risk of blood borne diseases.
Potential exposure to temperature changes: variations in temperature from hot to cold.
Potential exposure to toxic chemicals.
Potential exposure to unpleasant elements (accidents, injuries, and illness).
Extreme cold conditions.

Handles emergency or crisis situations.
Noise sufficient to cause distraction or possible hearing loss.
Personal Safety: aware of surroundings, people, and events.
Pressure due to multiple calls and inquiries.
Subject to burns and cuts.
Subject to electrical and radiant energy hazards.
Subject to hazards of flammable parts of equipment or vehicles.
Subject to hazards of flammable or explosive gases.
Subject to injury from moving parts of equipment or vehicles.
Subject to long, irregular hours.
Subject to many interruptions.
Subject to precarious or high locations.
Subject to pressure for multiple calls, inquiries, and interruptions.
Subject to varying and unpredictable situations.
Subject to traffic, roadways, and pedestrians.
Subject to vibrations and strain on the body to cause bodily harm if endured daily.
Temperature Changes: variations in temperature from hot too cold.
Temperature Changes: variations in temperatures from hot too cold when works in field.
Wet: frequent contact with water or other liquid.
Wet: frequent contact with water, liquid, chemicals, or sanitary sewage.
Works in confined, uncomfortable or awkward locations.
Works in precarious or high locations.

Level of Physical Demand

For DPL Positions Specifically:
3-Medium (20-50 lbs.) to 4- Heavy Work (50-100 lbs.)

Physical Demands

For DPL Positions Specifically:

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Agility: Ability to move quickly and easily.
Balancing: Maintaining equilibrium.
Carrying: Transporting or moving an object.
Climbing: Ascending or descending an object or ladder.
Color vision: Ability to distinguish and identify different colors.
Crawling: Moving about in a low or crouched position.
Crouching: Positioning body downward and forward.
Depth Perception: Ability to judge distances and space relationships.
Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.
Field of Vision: Ability to sharply detect or perceive objects peripherally.
Fine Dexterity: Sufficient coordination to operate a vehicle and manipulate objects.
Fingering: Picking and pinching, through use of fingers or otherwise.
Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
Hazards: Conditions where there is danger to life, body and/or health.
Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.
Hearing: Perceiving and comprehending the nature and direction of sounds.
Kneeling: Assuming a lowered position.
Lifting: By Position, may move objects 20-50 pounds, or 50-100 pounds from one level to another.

Neck Flexion: Perceiving objects located above or below.
Physical Strength: Exerts force to transport objects of 50 pounds or more.
Pulling: Exerting force upon an object so that it is moving to the person.
Pushing: Exerting force upon on object so that it moves away from the person.
Reaching: Extending the hands and arms or other device in any direction.
Repetitive motions: Making frequent or continuous movements.
Sitting: Remaining in a stationary position.
Stamina: Ability to work over long periods of time without tiring.
Standing: Remaining in a stationary position.
Stooping: Positioning oneself low to the ground.
Talking: Communicating ideas or exchanging information.
Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.
Walking: Ability to move or traverse from one location to another.
Written Comprehension: Ability to discern the meaning of written words.

Background Check Requirement

Criminal Check
Employment Verification
By position, Motor Vehicle Record
Licenses/Certification

Assessment Requirement

None

Probation Period

None

Class Detail

Pay Grade: NE-15
FLSA Code: N
Established Date: 9/21/2018
Established By: LS
Revised Date: 7/1/2026
Revised By: AD
Class History: 8/25/19 - Updated title and pay grade from EO Study; 10/27/24 Revised pay grade per CN1831; 10/5/25 - Correction to Job Level on Master File only per 2025 Master Job Spec File Audit; 7/1/26 – Added language specific to waste services and updated the “knowledge & skills” section to account for safety, GPS, and computer/tablet knowledge.