**Class Summary**

The responsibilities of this classification include assigning and coordinating the work of Transit Equipment Operators and performing the full range of responsibilities identified in the Transit Equipment Operators classification.

**Distinguishing Characteristics**

This is the second of a two-level Equipment Operator classification series. Work is distinguished from the Transit Equipment Operator classification in that incumbents within the Transit Equipment Operator- Lead classification are primarily responsible for coordinating the daily work of incumbents within the Transit Facilities Equipment Operator classification.

**Examples of Duties**

*In addition to performing the full range of responsibilities of the Transit Equipment Operator classification, an incumbent in this classification performs the following:*

1. Identify scope of work, prioritize daily work assignments, and assign work to employees; implement training when necessary.
2. Coordinate the unit’s work with other crafts and establish safe work practices.
3. Respond to trouble calls, customer complaints, equipment failures, and work requests.
4. Establish standard operating procedures and maintain records.
5. Calculate labor, material, equipment charges, permit fees, and costs for various projects.
6. Plan, design, construct, and coordinate garbage routes.
7. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of applicable service standards, operating policies, and regulations

Knowledge of workload planning and scheduling

Skill in heavy equipment operation

Skill and mechanical aptitude in use and care of tools and equipment

Skill in planning and monitoring work

Skill in handling multiple competing priorities

Skill in problem solving

Skill in verbal and written communication

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Valid Washington State Driver License

Commercial Driver License with appropriate endorsements

Must pass a post-offer, pre-employment physical examination

Must pass drug and alcohol testing provisions for safety sensitive positions as required by the U.S. Department of Transportation, 49 CFR Parts 40 and 655

Additional licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| **FLSA Designation** | Non-Exempt |
| **Service Status** | Career Service  |
| **EEO Code** | 7 |
| **Levels within same series** | None |
| **Class History** | 2/2021 - Created |