

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Lead Abatement Worker (Lead)

CLASS CODE: 5627

GENERAL DESCRIPTION OF DUTIES:

Incumbents in this classification remove lead-based paint from buildings and homes and perform repair work as needed. They are also responsible for guiding and coordinating the work of Lead Abatement Workers.

DISTINGUISHING CHARACTERISTICS:

This is a journey-level labor classification in the Public Health Series - Environmental Health Group job family within the City of St. Louis. Incumbents in this classification perform routine duties with a variety of related tasks. The distinguishing characteristics of this classification within the series include responsibility for the performance of lead abatement services in accordance with established regulations.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

This is a work leader/coordinator class. Positions have been assigned on a regular basis partial responsibility for coordinating and guiding the work of at least two or more full time equivalent positions performing the same kind of work. Typical elements of direct control over other positions by a work leader/coordinator include assigning tasks, monitoring progress and workflow, checking the product, scheduling work, and establishing work standards. This may include employees at more than one location. The work leader/coordinator also has been delegated some responsibilities in assisting the employee who has been assigned regular full supervisory authority, responsibility and accountability in regard to the group of employees. Generally, the work leader *has input into supervisory decisions made at a higher level*, and may have authority to sign leave requests and approve/adjust work hours. Positions at this level are designated team or project leader/coordinator work on a regular and recurring basis. However, in addition to the lead/coordinating responsibilities, the incumbent also can be expected to perform the same or highly similar work as the positions over which the incumbent has lead responsibility.

EXAMPLES OF WORK (Illustrative Only):

(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)

Reviews work orders; assesses sites to determine abatement methods; and delegates work details; enforces safety standards.

Provides verbal and written performance reports; documents and records work reports.

Prepares logs and time sheets; completes vacation, sick leave and overtime slips.

Orders, stocks, and distributes work supplies.

Conducts co-worker training.

Scrapes and removes lead based paints from walls, windows, doors, porches, foundation walls, etc.

Seals work sites; uses hepa-vacuum to remove lead dust and debris.

Paints or encapsulates exposed surfaces.

Patches and repairs holes in plaster.

Cleans work sites, including damp sweeping, and mopping with Tri Sodium Phosphate.

Ensures safety with appropriate protective wear.

Removes debris from homes.

Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Data Utilization:

Requires the ability to compile, assemble, copy, record and/or transcribe data and information according to a prescribed scheme or plan.

Human Interaction:

Requires the ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards. Ability to follow specific instructions and respond to simple requests from others.

Equipment, Machinery, Tools and Materials Use:

Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools such as a vehicle, hand and power tools, respirator, hepa-vacuum, and/or materials used in performing essential functions.

Verbal Aptitude:

Requires the ability to utilize a wide variety of reference data and information such as work orders, detox logs, inventory lists, lead abatement manual, instructions, schedules and records.

Mathematical Aptitude:

Requires the ability to perform addition, subtraction, multiplication, and division.

Functional Reasoning:

Requires the ability to carry out detailed but uninvolved written and oral instructions. Involves routine work according to clearly prescribed standard practices, with some latitude for independent judgment.

Situational Reasoning:

Requires the ability to exercise the judgment required in situations characterized by repetitive or short cycle operations covered by set procedures or sequences.

Environmental Factors:

Tasks may risk exposure to adverse environmental conditions, such as temperature and noise extremes, traffic hazards, toxic/poisonous agents, or irate individuals.

Physical Requirements:

Tasks involve the ability to regularly perform moderately physically demanding work, typically involving some combination of lifting and pulling moderately light objects and materials, twenty (20) to fifty (50) pounds.

Tasks require the ability to stoop, kneel, bend, and climb in order to perform painting and repair duties.

Sensory Requirements:

Requires the ability to recognize and identify similarities or differences between characteristics of colors associated with job-related objects, materials and tasks. Requires the ability to distinguish objects clearly at both near and far-range in determining job site requirements.

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