

Seasonal Public Works Maintenance Worker



DEPARTMENT: Public Works
DIVISION: Operations
SUPERVISOR: Public Works Supervisor
CLASSIFICATION: Non-Exempt (overtime eligible)
UNION: Non-union if fiscal year average hours is 23 hours or less per week
AFSCME union if fiscal year average hours is 24 hours or more per week
CONFIDENTIAL: No

POSITION SUMMARY

Performs a variety of manual and semi-skilled tasks in the maintenance and/or reconstruction of various City facilities, including parks, streets and sidewalks, water systems, storm drainage systems, and sewer systems.

SUPERVISION RECEIVED

Works under the general supervision of the Public Works Supervisor and/or Public Works Field Supervisor. May take direction from field crew leaders as assigned.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, but are not limited to:

- Assists with laying and joining water, sewer, or storm pipelines.
- Assists with installing fitting valves, fire hydrants, and water meters.
- Assists with tapping and repairing water lines.
- Assists with flushing, cleaning, and repairing sanitary sewer pipelines.
- Assists with building and cleaning manholes, catch basins, and other drainage structures.
- Assists with pothole patching and trench patching of street surfaces.
- Assists with unloading and spreading street surfacing materials.
- Assists with removing and installing street signs.
- Assists with painting and installing pavement striping and markings.
- Assists with installing and removing construction zone signage and performing traffic control.
- Assists with digging ditches, clearing weeds and brush, and removing obstacles and debris.
- Performs hand loading and unloading various materials from vehicles.
- Other relative duties as assigned.

MINIMUM QUALIFICATIONS

- Must be 18 years of age or older.
- Possession of a valid state driver's license.

TOOLS AND EQUIPMENT USED

Operates vehicles and uses various hand tools and power tools.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties and responsibilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud.

EMPLOYEE ACKNOWLEDGMENT

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I acknowledge that I have received a copy of the **Seasonal Public Works Maintenance Worker** job description. I understand that it is my responsibility to adhere to the Essential Duties and Responsibilities as outlined within this job description.

My signature below is evidence that I have reviewed and concurred that the above detailed job description appropriately describes the work of the position, including essential job functions, the minimum education and experience required of the position, and the physical demands of the position.

Signatures:

Seasonal Public Works Maintenance Worker

Date

Print Name: _____

Public Works Supervisor

Date

Print Name: _____