



Position Title: Crew Member

Department: Public Works

Direct Report: Director of Public Works and Foreman

JOB SUMMARY

The Public Works Crew Member performs a variety of manual, skilled, and semi-skilled tasks across the Town of Upper Marlboro. Responsibilities include the repair and maintenance of Town-owned buildings, vehicles, equipment, streets, parks, playgrounds, and other public facilities. Crew Members also conduct weekly bulk trash and yard waste collection, as well as routine litter patrol throughout the Town. Additional duties include snow removal from streets, sidewalks, and Town properties, along with providing support for special events.

ESSENTIAL FUNCTIONS

- **Building Maintenance:** Employees work both indoors and outdoors, in varied weather conditions. There is considerable physical activity involved with exposure to hazards associated with maintenance work.
- **Street Maintenance:** There is exposure to the hazards associated with working around traffic and with heavy equipment. Work involves considerable physical exertion, including heavy lifting. Most work is performed outdoors in varying weather conditions. Exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain, work at heights.
- **Traffic Maintenance:** Work is performed both indoors and outdoors and involves physical exertion. There is exposure to the hazards associated with working around traffic, inclement weather, and with a variety of tools, equipment, paints, and adhesives. On some jobs, the employee is required to work at heights, such as on ladders, boom trucks, or cranes.
- **Landscape Maintenance:** Employee works primarily outdoors in varying weather conditions. Work involves considerable physical activity and there is exposure to hazards associated with maintenance work, operation of equipment, various chemicals, street traffic, and open space areas.
- **Refuse Collection:** Employee works primarily outdoors collecting refuse including, but not limited to recycling, trash, bulk trash, and yard waste.

QUALIFICATIONS

Education and Experience

- High School Diploma or GED is required.
- A valid Maryland driver's license is required.
- No prior experience necessary; any combination of education and experience that demonstrates the ability to perform the work is qualifying.

Knowledge, Skills and Abilities

- Basic knowledge of materials, tools, equipment, and techniques used in building, street, and parks/grounds maintenance is preferred.
- Familiarity with safety procedures when working around heavy equipment.
- Ability to safely operate vehicles and heavy equipment such as dump trucks, backhoes, tractors, and related attachments.
- Proficiency in using small hand tools and other maintenance equipment.
- Physical ability to lift and carry bulky items up to 50 lbs and work extended hours in extreme weather conditions.
- Ability to follow both written and oral instructions.
- Strong communication skills in English, both spoken and written.
- Ability to work independently with minimal supervision or as part of a team.
- Comfortable using radios, telephones, and basic computer applications related to job tasks.
- Demonstrated ability to build and maintain effective working relationships with coworkers and the public.

COMPENSATION AND BENEFITS

- Salary range: [\$XX, XXX-\$XX, XXX] annually
- Vacation leave, sick leave, bereavement, and parental leave.
- Health, dental, and vision benefits.
- Maryland State Retirement System.