



## **JOB DESCRIPTION**

**JOB TITLE:** Maintenance Worker

**DEPARTMENT:** Public Works

**PAY CLASSIFICATION:** A2-2

**REPORTS TO:** Public Works Director

**SUPERVISES:** N/A

### **GENERAL PURPOSE:**

This position is a semi-skilled manual labor position that requires Candidate to perform duties within the Public Works Department relative to equipment operation, mowing, trimming, assisting journey level workers in concrete, asphalt, drainage, right-of-way maintenance and/or other trade work that may involve the use of misc. hand tools, power tools or heavy equipment.

### **ESSENTIAL JOB FUNCTIONS:**

Inspects and/or repairs booster pumping stations, reservoir, streets, and drainage systems at frequent intervals to insure that all aspects of the systems are functioning properly.

Maintains a variety of records relating to inspections, maintenance activity.

Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment, gravel and sand.

Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.

Performs all duties in conformance to appropriate safety and security standards.

Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.

Operates a variety of power construction and maintenance equipment used in the street department.

Must maintain a valid FL Driver's License.

### **NONESSENTIAL FUNCTIONS**

Other duties as requested.

### **DESIRED MINIMUM QUALIFICATIONS**

Must possess and maintain a Valid Florida Class B CDL Driver's License throughout employment.

Must possess the ability to perform heavy manual tasks for extended periods of time.

Must possess the ability to work safely.

Must possess the ability to communicate effectively verbally and in writing.

Must possess the ability to establish and maintain effective working relationships with employees, other departments and the public.

Must possess the ability to understand and carry out written and oral instructions.

### **EDUCATION/EXPERIENCE**

Graduation from high school or GED equivalent.

Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.

Skill in operation of some of the motorized vehicles and equipment; including dump truck, tamper, plate compactor, generators, and common hand tools.

### **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform 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 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.

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, or temporary assignments by the City Manager.

The City of Wildwood, Florida is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Wildwood, Florida will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. This job description does not create an employment contract.

All job descriptions are subject to revision and amendment. I have received a copy of this job description and am fully aware of the expectations of the job.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

HR Dept Signature: \_\_\_\_\_ Date: \_\_\_\_\_