

## POSITION DESCRIPTION

Class Title: Maintenance Worker  
Department: Street Service  
Date: June 29, 2016  
Union: Laborers' International Union of North America  
Local 860

### **GENERAL PURPOSE**

Performs a variety of unskilled, semi-skilled and skilled maintenance work, and operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of city street, storm sewer, drainage systems and other public works projects and programs.

### **SUPERVISION RECEIVED**

Works under the close supervision of the Street Superintendent and/or the assistant street superintendent.

### **SUPERVISION EXERCISED**

None.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Inspects, maintains and repairs streets, drainage systems and other public works responsibilities at frequent intervals to insure that all aspects of the systems are functioning properly.

Maintains a variety of records relating to inspections, maintenance activity and other public works functions.

Determines the locations of gas, telephone, electric, television, water and sewer lines from the appropriate sources prior to excavation.

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, aggregate and other materials.

Performs routine inspection and preventive maintenance on assigned equipment and reports defects or needed repairs to the street superintendent and mechanic; cleans equipment.

Operates light and medium-sized construction and power equipment, such as street sweeper, sewer jet, catch basin cleaner, backhoe and loader.

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 maintenance, ditch digging, storm sewer catch basin, manhole and pipe cleaning and repair, pipe installation and trench backfilling.

Assists in the training of lower level employees to increase their skills in the maintenance, construction and repair of streets, storm drainage systems and other public works functions.

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

Performs related duties as assigned.

### **PERIPHERAL DUTIES**

Serves on various employee or other committees as assigned.

### **DESIRED MINIMUM QUALIFICATIONS**

Education and Experience:

- (A) Graduation from high school diploma or GED equivalent, and
- (B) Two (2) years of experience relating to construction, maintenance, or repair, or
- (C) Any equivalent combination of education and experience.

Necessary knowledge, Skills and Abilities:

- (A) Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities;
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to perform heavy manual tasks for extended periods of time; Ability to work safely; Ability to communicate effectively verbally and in writing; Ability to establish and maintain effective working relationships with employees, other departments and the public; Ability to understand and carry out written and oral instructions.

### **SPECIAL REQUIREMENTS**

Must have a valid Ohio driver's license and a valid State commercial driver's license.

### **TOOLS AND EQUIPMENT USED**

Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, street sweeper, sewer jet, pavement roller, brush cutters, mowers, chippers, manlift, tamper, saws,

pumps, tar kettle, compressors, grinders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone.

## **PHYSICAL DEMANDS**

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.

## **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.

## **SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

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.

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

(Indicates the employee was given a copy of the job description)

Supervisor : \_\_\_\_\_ Date : \_\_\_\_\_