



Maintenance Worker/Service Department

General Purpose for Job: This is semi-skilled and skilled work in a variety of public works, public lands, and utilities maintenance activities.

Work involves performance of a variety of general laboring, maintenance, and construction work, including the operation of automotive equipment. Work in this position involves tasks of more than ordinary difficulty requiring special knowledge or skills acquired through experience or on-the-job training. General supervision is received from a supervisor who assigns and reviews work. Work is reviewed while in progress and through observation of results obtained.

Duties (The duties listed below are illustrative of the work performed in this position. All duties are essential functions of the job)

- o Operates a motor roller in rolling newly constructed or resurfaced roads and in packing down base for surfacing materials.
- o Operates small and large excavators, large and small wheel loaders, large and small dozers, backhoe, large and small farm tractors (along with various attachments), large and small skid loaders (along with attachments, large and small rollers; operates commercial landscape equipment (i.e.- mowers, strings trimmers, edger's, hedge trimmers, blowers)
- o Operates large and small dump, flatbed, or other trucks in transporting personnel, materials, and supplies; assists in loading and unloading trucks; operates snow plows and spreaders.
- o Repairs asphalt, concrete, gravel, and dirt surfaced streets, alleys, and sidewalks; installs, repairs, and maintains drainage structures such as culverts, storm sewers, catch basins, head walls, and appurtenances.
- o Does pick and shovel work in grading, patching, and otherwise maintaining improved and unimproved streets; applies cold patch or hot mix asphalt to potholes; spreads gravel, stone, and other construction materials.
- o May supervise laboring or temporary personnel.
- o Performs related work as required.

MINIMUM EDUCATION AND EXPERIENCE *(Required to qualify for position)*

Education: High School Diploma

Experience: Construction and maintenance work related to the area of assignment, including experience in the operation of automotive equipment.

A different combination of education and experience may be acceptable if deemed equivalent.

KNOWLEDGE, SKILLS, AND ABILITIES *(Required for satisfactory performance)*

Knowledge of:

- The type and uses of tools, materials, and standard equipment used in construction and maintenance work related to are of assignment.
- The hazards and safety precautions of the work and assigned equipment.
- The operation and maintenance requirements of dump trucks, tractors, rollers, and similar public works equipment.
- Carpentry, plumbing, electrical, masonry, concrete installations, and cemetery operations.

Skill and Ability to:

- Understand and follow oral and written instructions.
- Read and work from blueprints.
- Establish and maintain effective working relationships with others.
- The care and operation of assigned equipment.
- Communicate with the public and other employees effectively.

License or Certification Required: Valid Ohio Driver's License; Valid Commercial Driver's license (Class B)

Physical Demands:

- Ability to lift 50 lbs. regularly and 100 lbs. occasionally;
- Ability to carry 50 lbs. at least 100 feet, and 100 lbs. at least 25 feet;
- Ability to climb up and down ladders, in and out of dump trucks/loaders;
- Ability to bend frequently during the work day;
- Ability to consistently work outside in varying weather conditions and hours;
- Ability to drive;
- Ability to work in confined spaces;
- Ability to hear, see, speak, read, write, and understand verbal and written instructions;
- Ability to stand for long periods;
- Ability to flag traffic, grasp and push/pull

Scheduling Demands and Constraints: Possible weekends and evenings.
