

MAINTENANCE WORKER

General Statement of Duties

Performs semi-skilled and unskilled tasks in the Town's Public Works Department.

Distinguishing Features of the Class

An employee in this class performs manual work in the collection of yard waste, operates a leaf vacuum and wood chipper, operates a riding mower, performs routine landscape maintenance, and cleans storm water catch basins. Employee rides in a dump truck collecting and chipping limbs along Town rights of way. Additionally, the employee operates a zero-turn riding and/or a push mower to mow Town rights of way and other property. Employee may be assigned manual tasks as weed trimming, edging and installation of holiday ornaments. Employee must be able to perform manual labor and abide by safety rules and regulations. Employee has some contact with the public explaining and enforcing Town debris collection policies. Work subjects the employee to inside and outside environmental conditions, noise, vibration, and hazards associated with maintenance work, fumes, odors, dusts, mists, gases, and oils. Work is also subject to the final standards of OSHA on blood borne pathogens. Assignments are made daily and performed under regular supervision and is evaluated through periodic conferences, observation of results achieved and review of records, reports and files.

Duties and Responsibilities

Essential Duties and Tasks

- Rides in a dump truck picking up and chipping limbs; operates chipper with safety.
- Operates both riding and push mowers to maintain Town rights of way and grounds; operates leaf blower and edger.
- Operates small equipment such as weed trimmers, edgers, chain saws and power tools.
- Places OSHA warning signage as necessary and flags traffic for other employees.
- During snow and storm events helps clear Town rights of way and parking areas of snow and storm debris shovel; applies salt to sidewalks.
- Assists with concrete repair of sidewalks.
- Assists with landscape maintenance including wedding and mulching.
- Assists with special events and festivals, helps install holiday decorations.
- Flags traffic for other crews.
- Follows relevant safety practices and procedures in equipment operation.

Additional Job Duties

- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

- Working knowledge of grounds and landscape maintenance methods.
- Working knowledge of basic maintenance and construction methods.
- Working knowledge of safety regulations, occupational hazards and related safety precautions in the work.
- Skill in the use and care of assigned tools and equipment.
- Ability to understand and follow instructions.
- Ability to cooperate and work as a team member in carrying out assignments.

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- Ability to riding and power mowers, trimmers and hand and power tools to perform grounds maintenance and assist with basic maintenance or construction tasks.
- Ability to perform continuous heavy manual labor at a steady pace and in varying weather conditions.
- Ability to walk for extensive periods of time.
- Ability to prepare simple records of work activities.
- Ability to communicate effectively with the public to respond to inquiries about Town services.
- Ability to establish and maintain effective working relationships with coworkers, supervisors, and the general public.

Physical Requirements

- Must be able to perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Must be able to perform heavy work, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- Must possess the visual acuity to make visual inspections of work assigned and completed.

Desirable Education and Experience

- Graduation from high school and some experience in unskilled maintenance work; or an equivalent combination of education and experience.

Special Requirement

- Possession of a NC Driver's License.

Franklin
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