

Classified

**CITY OF MADEIRA
POSITION DESCRIPTION**

**SERVICE WORKER
PUBLIC WORKS DEPARTMENT**

General statement of duties

Performs a variety of both manual and equipment operations often involving the use of acquired skills; does related work as required.

Distinguishing features of the class

Employees in this class must be able to perform a variety of public works tasks, which at times require developed skills or training; the employee must exercise common sense and initiative, posses the ability to learn routine duties through repetitive experience, maintain a desire to serve the public and improve community appearance and facilities; posses the ability to follow instructions in carrying out assignments; possess sufficient physical strength and endurance to perform heavy manual labor under varying weather conditions.

Typical tasks performed (Illustrative only)

- Picks up paper and debris from City parks.
- Cleans culverts, gutters and sewers and drainage structures.
- Maintains City owned grounds, cuts grass, rakes leaves and performs other grounds maintenance and improvement work as required.
- Assists in patching holes in streets and berms.
- Loads and unloads stone, gravel, dirt, salt asphalt, timber, lumber and heavy and light equipment as required.
- Performs a variety of routine maintenance, and occasional construction of buildings, drainage structures and other public facilities.
- May operate and maintain backhoe, loader, tractor, truck and other equipment.
- Must be available for emergency duty 24 hours a day.
- May perform routine clerical and dispatching support work as assigned.
- Performs related work a required.

Required knowledge, ability and skill

Willingness and ability to perform routine manual labor, through knowledge of methods, materials and techniques used in municipal public works projects; good knowledge of occupational hazards and safety precautions of the work; sufficient physical strength and freedom from disabling effects to lift and move heavy objects; dependability; ability to operate appropriate equipment; good health and physical condition. Skill in the operation of various tools and equipment necessary for the completion of work. 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 and the ability to understand and carry out written and oral instructions.

Acceptable Experience and Training

Considerable experience in public works construction and maintenance activities including some experience as a Service Worker; graduation from high school or attainment of a G.E.D.; or any equivalent combination of experience and training which provides the required knowledge, skill and ability.

Special Requirements

Possession of a valid motor vehicle operator's license issued by the State of Ohio and CDL certification with a HAZMAT endorsement. Must also have home telephone service for notification of emergency duty.

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.