



9605 NE 24th Street • Clyde Hill, Washington 98004
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CITY OF CLYDE HILL POSITION DESCRIPTION

JOB TITLE: PW Seasonal Maintenance Worker – Public Works Crew
DEPARTMENT: Public Works
CLASSIFICATION: Full Time Temporary (June 2019 through August 2019)
PAY RATE: \$17.00 Per Hour

GENERAL RESPONSIBILITIES:

Assists the full-time Public Works crew in performing regular and recurring maintenance in City Hall, City facilities and in the right-of-way. Has the ability to perform a wide variety of routine Public Works maintenance activities (includes landscaping and general maintenance). Is expected to perform a wide range of field duties as may be required from time to time.

Will assist Public Works crew in emergencies and provides support for special events.

Operates a range of small powered and specialized equipment. Is required to work with a variety of small tools and is responsible for the operation of small power equipment like lawn mowers.

Must be able to work independently and have an orientation toward community service

STRUCTURE & SUPERVISION:

Works under the supervision of the Public Works Director. Technical and field leadership provided by the full-time Public Works crew.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Essential duties and responsibilities may include, but are not limited to, the following:

Perform routine tasks such as weeding, raking, watering, hand mowing, edging, shoveling, litter pick-up, cleaning and repairing grounds and other public facilities. Assists other employees in park, building and right-of-way repair tasks.

Performs work in accordance with sound safety practices.

Performs related duties and responsibilities as required or assigned.

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.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- High school diploma or GED equivalent desired. Any equivalent combination of education and experience, which provides the applicant with the knowledge, skills and abilities required to perform the job.
- Ability and interest in outdoor maintenance work in all types of weather. Experience in maintenance or other related work preferred.

Necessary Knowledge, Skills and Abilities:

It is desired that the applicant have the following knowledge, skills or credentials when applying for this position:

Ability to:

- Get along with others and work as a member of a team
- Learn general principles of landscape maintenance and landscaping
- Learn general principles of right-of-way maintenance including concrete, asphalt, drainage repairs and vegetation control
- Identify work hazards and practice general safety procedures
- Interact with the public in an effective, customer-friendly manner
- Communicate information effectively verbally and in writing
- Understand and follow oral and written instructions
- Work independently without direct supervision in the field and as part of a team
- Safely operate trucks, mowers and a variety of hand tools used in maintenance
- Lift up to 50 pounds and perform a variety of physical tasks and heavy labor
- Physical ability sufficient to perform the requirements of the position

TOOLS AND EQUIPMENT USED

May be required to use motorized vehicles and equipment, including dump truck, pickup truck, saws, pumps, compressors, sanders, generators, common hand and power tools, blowers, edgers, string trimmer, shovels, rake, mobile radio and phone.

PHYSICAL DEMANDS

Work is performed primarily in field settings. Hand-eye coordination is necessary to operate various pieces of maintenance equipment. While performing the duties of this job, the employee often works near moving mechanical parts or in outside weather conditions. The employee is exposed to wet and/or humid or hot conditions, fumes, toxic or caustic chemicals.

While performing the duties of this job, the employee is required to stand, walk, use hands or fingers to handle, feel or operate objects, tools and reach with hands and arms. The employee is required to sit, climb stairs or ladders; stoop, kneel, crouch, or crawl, talk and hear.

The employee must lift and/or move up to 50 pounds and perform a variety of physical tasks and heavy labor. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

Duties are performed primarily outdoors in a variety of terrains, under a variety of weather conditions, including sun, rain, wind, mud, and snow, for periods of approximately eight hours/day. Duties are frequently performed working alone, but may sometimes be performed as part of a work team. Conditions at work sites might include falling objects, loose footings, loud noises, construction equipment, and working in right-of-way, traffic, or roadways.

WORK ENVIRONMENT

Work is primarily performed outdoors in all kinds of weather conditions.

The physical demands and work environment 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.

The above job description and conditions of employment 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.