

CITY OF WINTER GARDEN
Classification Description

Level 106
Job Code: 811

CLASSIFICATION TITLE:	Public Service Worker I	FLSA Status: N
DEPARTMENT:	Public Services	Union Status: N/A
DIVISION:	Streets	

WORK OBJECTIVE

Performs physical work involving skills acquired by experience or on-the-job instruction. This work requires more than usual physical strength and endurance. Employee works under supervision and is assigned work orally and/or in writing. Work product is inspected frequently. Performs basic equipment operation, ensuring adherence to proper operating and safety standards. Employees perform tasks as outlined herein according to the division of assignment. This job description would apply to someone appointed to the Solid Waste, Streets, Stormwater and Parks Divisions.

ESSENTIAL FUNCTIONS

The list of essential functions is intended to be representative of the work performed. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed if such duties are a logical assignment to the position.

- Maintains grounds of city property, performing any combination of following tasks: sprays and trims foliage, clears brush, mows and trims grass and weeds, plants trees and bushes.
- Provides athletic field preparation, inspect park areas and equipment, install various types of equipment, painting and assisting with special events.
- Removes debris, tree and yard trimmings, trash and other refuse from grounds as well as maintains restrooms and restroom supplies and changes garbage and trash containers.
- Applies chemicals in a manner consistent with state and local codes and common industry practices to various types of plants, ornamentals, trees, and turf.
- Repairs and cleans buildings, walks, tables, floors, grills, utility installations, tools and equipment.
- Assists field crews and trades workers in various tasks; mixes concrete and assists equipment operators in routine maintenance of equipment.
- Clears, digs ditches, assembles sand bags and builds retaining walls.
- Operates various trucks, tractors, light to medium construction equipment and an assortment of power equipment
- Installs traffic devices, erects barricades, tacks down reflectors and assists in patching roads.
- Removes, installs and repairs various types of water pipes working in trenches or excavations.
- Performs work in manholes and lift stations; assists in maintaining valves, installing water meters and making taps.
- Sets up and operates sewer cleaning equipment, cement mixers, pumps, compressors, generators and compactors.
- Loads and unloads heavy materials from trucks and vans; moves or aids in moving heavy boxes, equipment and larger or bulky objects.
- May be required to locate, read, and record readings from meters, for regularly scheduled billing or for initial, final, or verification purposes.
- Performs related duties as directed when such duties are a logical and appropriate assignment to the position.
- Work with contractors repairing, installing, and maintaining storm water conveyances.
- Cleaning and inspecting storm drains, inlets, and open ditches.

MINIMUM QUALIFICATIONS

High school diploma or GED equivalent required; supplemented by six (6) months experience in manual labor work, including use of hand tools and equipment used in maintenance, repair, or construction work; or an equivalent combination of training, education and experience. Certain positions in this classification require a B class CDL driver's license with a good driving record. Experience applying pesticides, fertilizer and other applications in the care of various types of landscape materials (if required). Current restricted pesticides license or ability to obtain license within six months of the date of employment (if required).

Exceptions to the minimum qualifications must be reviewed by the Human Resources Director and approved by the City Manager prior to job offer.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of basic tools used in maintenance and construction work.
- Knowledge of the safe use and proper care of power tools and small power equipment.
- Knowledge of safety rules and regulations related to public works maintenance operations.
- Ability to operate basic equipment and machinery, e.g., pumps, generators, compressors, grounds maintenance equipment, trucks, tractors and related construction equipment.
- Ability to perform heavy manual labor for extended periods of time, occasionally in adverse weather conditions.
- Ability to establish and maintain effective work relationships with other employees.
- Ability to understand and follow verbal and basic written instructions.

PHYSICAL REQUIREMENTS

Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, or crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Requires intermittent lifting, carrying, pushing, and/or pulling of heavier objects (100+ pounds).

ENVIRONMENTAL REQUIREMENTS

Tasks are performed in outdoor environments. Due to the nature and location of the work environment, tasks include potential for prolonged exposure to disagreeable elements, e.g., heat, humidity, inclement weather. Some tasks include working in and around moving vehicles and associated vehicle/equipment areas, where heightened awareness to surroundings and adherence to established safety precautions is essential in avoidance of injury or accidents.

The City of Winter Garden is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Winter Garden provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand this classification description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Name (Print)

Supervisor's Name (Print) / HR Representative

Employee Signature

Supervisor's Signature / HR Representative

Date

Date