



Maintenance Worker I

DEPARTMENT: Public Works **SUPERVISOR:** Public Works Supervisor
- Utilities
CLASSIFICATION: Non-Exempt **PAYROLL:** Grade G

POSITION SUMMARY: Performs a variety of general grounds, parks and facility maintenance tasks, such as mow, irrigate, and fertilize grounds areas, clean park facilities, prune trees and shrubbery, control weeds and pests, operate light and medium equipment, perform routine maintenance of same, and various other facility maintenance tasks.

ESSENTIAL JOB FUNCTIONS

Any of the following duties and responsibilities may be performed and are not listed in any particular order. These examples are not necessarily performed by all incumbents, however, and do not include all specific essential functions and responsibilities an incumbent may be expected to perform.

- Maintain cleanliness and appearance of park areas by performing such tasks as: pick up litter and garbage; clean restrooms, replenish supplies, rake/remove leaves, control pests, repair and paint tables and shelters, etc.
- Maintain turf areas by mowing, aerating, fertilizing, and irrigating; control weeds by hand or by mixing and spraying herbicides; operate irrigation controllers and valves, maintain/repair/replace sprinkler heads and lines, and other similar activities.
- Inspect playground equipment for hazardous situations. Take corrective action or report hazard to supervisor. Repair playground equipment as required. Remove ice, snow, and other hazards.
- Perform routine building maintenance on City-owned buildings, such as painting, plumbing, carpentry, and other similar tasks not requiring licensing from the State.
- Take necessary corrective actions to eliminate possible hazards from trees, including removal. Haul and/or chip brush and limbs.
- Maintain annual and perennial flower beds in parks landscape areas and around City buildings. Apply bark dust/chips. Hang baskets, plant, fertilize, prune, irrigate and weed areas.
- Operate and perform routine maintenance and minor repairs on equipment such as tractors and related implements, mowers, edgers, blowers, and chain saws, etc.

- Maintain cooperative relationships with City personnel, elected officials and other agencies.
- Emulate leadership to fellow employees and foster an environment in which employees are focused on producing excellent quality results.
- Encourage and provide excellent customer service. Promote professional and courteous behavior with a creative approach to problem resolution that creates a positive experience for the customer.
- Follow all safety rules established for the work area.
- Other duties as assigned.

AUXILIARY JOB FUNCTIONS

- Assist other personnel within the Public Works Department as workload and staffing levels dictate.
- May require working weekends, swing shifts and holidays.
- Maintain proficiency by attending training and meetings, reading materials, and meeting with others in areas of responsibility.
- Maintain work areas in a clean and orderly manner.

QUALIFICATIONS

Ability to perform essential job duties with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION / EXPERIENCE

- High School Diploma or equivalent, or any satisfactory combination of experience and training which demonstrates the knowledge, skills, and abilities to perform the above duties. Previous experience in grounds maintenance and herbicide / pesticide application preferred.
- General knowledge of the materials, methods, techniques, hazards, and safety precautions used in grounds, parks, and related facility maintenance, including plants, soils, operation of equipment unique to work projects; and equipment servicing methods.

- Knowledge of Microsoft Office Suite.

CERTIFICATES/LICENSES/REGISTRATIONS

- Possession of a valid driver's license. Class B preferred.
- Possession of Oregon Pesticide Applicators License (801 – Ornamental and Turf Insecticide and Fungicide; 802 – Ornamental and Turf Herbicide) preferred.

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.

- The majority of duties take place outside of buildings with exposure to all types of weather conditions on a year-round basis, dirt oil, grease, fumes, noise, and chemicals.
- The noise level in the work environment is usually loud.

PHYSICAL ABILITIES

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 position, the employee is frequently required to stand, sit, bend, kneel, stoop, communicate, reach and manipulate objects.
- The position requires mobility.
- Many duties are physically demanding requiring entry to confined spaces.
- Employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 80 pounds. Movement of materials weighing up to 25 pounds may consume up to 15% of the work period.
- Operation of motorized equipment may consume 50% of the work period.

SUPERVISION

- Works under the general supervision of the Public Works Supervisor.

- Supervision is not a typical function assigned to this position. May provide basic training and orientation to volunteers, students, and newly assigned personnel on site policies and practices.

THIS DESCRIPTION COVERS THE MOST SIGNIFICANT ESSENTIAL AND AUXILIARY DUTIES PERFORMED BY THE POSITION, BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, WHICH MAY BE SIMILAR, RELATED TO, OR A LOGICAL ASSIGNMENT FOR THE POSITION.

The City of Stayton is an Equal Opportunity Employer.

REQUIRED SIGNATURES

My signature below is evidence that I have reviewed and concurred that the above detailed job description appropriately describes the work of the position, including essential job functions, physical demands of the position and the minimum education and experience required of the position.

Maintenance Worker I

Date

Public Works Director

Date