



**CITY OF LAKE ALFRED
PUBLIC WORKS DEPARTMENT
JOB DESCRIPTION**

TITLE: Service Worker II
Grade 2 – Full Time

DEPARTMENT: Public Works Roads & Streets

GENERAL DESCRIPTION: Responsible for maintenance and care of city streets, alleys, right of ways, storm water utilities and city owned buildings. Should have two (2) years experience in street maintenance or similar work-related field. Must be able to operate general lawn equipment. Work involves performing heavy manual labor, which requires the use of hand tools to assemble, install, and maintain equipment and city properties. As work experience is gained, employee in this class may be assigned to somewhat more difficult and responsible tasks. Must possess a valid Florida driver's license. Accountable to and works under the direction of the Superintendents and Public Works Director.

ESSENTIAL JOB DESCRIPTIONS:

- A. Maintain city streets, alleys, right-of-ways, storm water facilities and city owned buildings.
- B. Performs routine grounds and road right-of-way cleaning and maintenance; cuts grass with power mowers, including small tractor mowers, push-type or small tractor mowers; cuts and hoes weeds; trims and prunes shrubbery and small trees; rakes leaves; edges curbs; sprays ditches for weeds; cleans and maintains garden equipment; loads trash and trimmings on truck; sweeps sidewalks; cleans floors.
- C. Uses hand tools and small, power-operated tools on routine tasks.
- D. Moves furniture and equipment; issues supplies, tools and materials; runs errands as requested.
- E. Knowledge of FDOT requirements for traffic, road and sidewalk maintenance, repairs and construction.
- F. Mixes and applies herbicides and non-restricted pesticides.
- G. Is involved with all phases of landscape installation and maintenance.
- H. Operates light trucks and other motorized critical in grounds maintenance.
- I. Greases and makes minor repairs on equipment; services and washes automobiles and trucks; digs ditches; repairs broken catch basins; cleans out storm sewer pipes and catch basins.
- J. Performs simple carpentry, painting, electrical, plumbing and mechanical repair and construction work, often under the supervision of a skilled worker.
- K. May adjust and repair automatic and mechanical sprinkler system clocks, valves and sprinkler heads; replaces pipes.
- L. Cemetery maintenance.
- M. Back up for sanitation collections.
- N. Work occasionally on weekends, nights, holidays and special events.
- O. On call rotation required, evenings and weekends.
- P. On call for disaster/storm events.
- Q. Perform other related duties as directed or required by the Public Works Director

KNOWLEDGE, SKILLS AND ABILITIES:

- ❖ Knowledge of occupational hazards
- ❖ Knowledge of equipment, tools and supplies required to accomplish projects
- ❖ Knowledge of FDOT requirements for traffic, road and sidewalk maintenance, repairs and construction
- ❖ Ability to operate large and heavy machinery
- ❖ Ability to follow written and oral instructions
- ❖ Ability to communicate with co-workers
- ❖ Ability to operate mechanized equipment, hand tools and power tools, and lawn equipment
- ❖ Ability to care for grounds maintenance equipment to include lawn mowers, weed trimmers, etc.
- ❖ Ability to detect and report problems related to plants, such as diseases, lack of water, etc.
- ❖ Ability to understand and follow oral and written instructions
- ❖ Ability to interact with the public and co-workers in a courteous, efficient and effective manner

EDUCATION AND EXPERIENCE:

High school graduation or possession of an acceptable equivalency diploma. Should have at least two (2) years experience in street maintenance or similar work-related field. (*A comparable amount of education, training or experience may be substituted for the minimum qualifications.*)

LICENSES, CERTIFICATES OR REGISTRATION:

- ❖ Valid Florida Driver's License – Class "B" CDL Preferred

ESSENTIAL PHYSICAL SKILLS:

- ❖ Normal hearing (with or without hearing aid);
- ❖ Normal visual acuity, field of vision, color perception, and depth perception (with or without correction);
- ❖ Acceptable clarity of speech (with or without reasonable accommodation);
- ❖ Ability to communicate both orally and in writing;
- ❖ The position may require balancing, kneeling, crouching, crawling, stooping, climbing, reaching, pulling, pushing, climbing, grasping, standing, and walking.
- ❖ The position may also require sense of smell, texture perception, and good manual dexterity.
- ❖ Requires manual labor work that involves working or standing some of the time and exerting up to 40 pounds of force on a recurring basis, lifting up to 70 pounds.
- ❖ May be exposed to lights, heights, such as roofs, ceilings, etc.
- ❖ Requires physical strength and agility sufficient to safely perform and use of all manual and electric tools required to complete all work assignments.
- ❖ Ability to drive motorized vehicles

ENVIRONMENTAL CONDITIONS:

Work outside in various weather conditions with moderate to loud noise level. The job risks occasional exposures to dusts and pollen, extreme heat and/or cold, wet or humid conditions, and noxious odors, and vehicular traffic.

POSITION CLASSIFICATION EXEMPTION STATUS:

Non-Exempt