STREETS AND DRAINAGE MAINTENANCE WORKER II

NATURE OF WORK

This position requires skilled work in the operation of medium to heavy maintenance and construction equipment and related tasks. Work involves responsibility for the safe and efficient operation of City equipment requiring significant manipulative skill and often entails crew leader responsibilities. Operation of assigned City equipment is normally the predominant task, but smaller equipment may be operated on occasion.

The employee in this position may also be required to perform incidental or related duties. Assignments are usually received in the form of verbal orders to accomplish a specified job. Work is performed independently or with a work crew within established practices and operative techniques and is reviewed by a Supervisor during progress and upon completion. This position is comparable in skill and proficiency levels to a Mechanic and Utility Worker II. Employees in this position may be assigned or trained to work in comparable positions. Employees in this position may be assigned to a different shift depending on the necessary work load.

RESPONSIBILITIES AND ESSENTIAL DUTIES AND FUNCTIONS

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform.)

1. Act as a lead worker in performing a variety of public works construction, maintenance and repair activities.
2. Operate various motorized equipment commonly used in Public Works construction and maintenance operations.
3. Participate in street, sidewalk, snow and ice removal, tree removal, grading, paving and patching, drainage system cleaning and sweeping or leaf removal work.
4. Manipulate controls to operate equipment in a safe and efficient manner.
5. Change various attachments on equipment and make fuel adjustments.
6. Lubricate, fuel and clean equipment as required.

7. Pour cement and patch pavement.
8. Participate in pavement preservation operations.
9. Perform manual labor as required.
10. Instruct subordinates on proper work methods.
11. Pick up necessary tools and equipment.
12. Perform various Public Works maintenance tasks and related work as required.
13. Must be available for after hour and weekend overtime.
14. Basic computer and data entry skills required.
15. Ability to generate work order, track project materials, equipment, labor project close out reports.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT

All of the following functions, qualifications, knowledge, skills and abilities (KSA's) and duties are essential. An employee in this class, upon appointment, should have the following:

- High school diploma or GED
- Two to three years of experience as Streets and Maintenance Worker I or equivalent level of experience in a comparable position.
- Reasonable knowledge of traffic laws, ordinances and practices involved in public works vehicle operation.
- Ability to operate automotive and power driven equipment skillfully and safely.
- Ability to read and understand policy and procedures and to fill out daily reports.
- Ability to understand and follow oral and written instructions.
- Considerable knowledge of street systems and principal locations in the City.
- Considerable knowledge of the operation and maintenance requirements of various types of heavy and special automotive and power-driven equipment.
- Mechanical aptitude
- Ability to work effectively with other employees.
- Ability to work effectively with the public.
- Good physical condition to perform all job related duties.
- Ability to see and hear well to perform all job related duties.
- Valid State of Michigan Group A Commercial Driver's License with the N endorsement and good driving record.

Approval:

1-20-2017

Anthony Chandler Date
Personnel Director

1/20/17

Mark C. Meyers Date
City Administrator

1/20/17

Gary Nelund Date
Mayor