



Title: Street Maintenance Worker

FLSA Status: (Non-Exempt)

BRIEF DESCRIPTION:

The purpose of this position is to perform a variety of skilled and semi-skilled tasks in the maintenance and repair of city assets including streets, signs, and other city owned assets. This is accomplished by operating a variety of equipment in excavating, covering, filing, compacting and moving asphalt and other materials and installing, removing, replacing and repairing signs and other assets. Other duties may include completing related tasks as assigned.

ESSENTIAL FUNCTIONS:

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position. Additionally, please be aware of the legend below when referring to the physical demands of each essential function.

(S) Sedentary	(L) Light	(M) Medium	(H) Heavy	(V) Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally; 10 lbs. frequently; or negligible amounts constantly; OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally; 10-25 lbs. frequently; or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally; 10-25 lbs. frequently; or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally; 50-100 lbs. frequently; or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	H	Maintains traffic and street signs by performing preventative maintenance and repairs. Assists with fabricating and designing traffic and street signs. Installs and replaces signs as needed in accordance with Arizona Blue Stake requirements.
2	H	Operates a variety of heavy construction and power driven equipment; maintains roadways by sweeping the streets, rights of way and easements, filling potholes, crack sealing, grading roads and dirt shoulders and retention basins, laying down asphalt and clearing storm drains.
3	H	Responds to emergency situations including traffic control, mitigation of flooded streets, removing debris from storm drains, and clearing rights of way and restoring signage and other systems and assets following storms or incidents/accidents.
4	L	Performs data entry and inputs updated maintenance information; retrieves service requests, opens, completes and closes work orders.



JOB REQUIREMENTS:

-Description of Minimum Job Requirements	
Experience	6-9 months experience. Some previous experience required in the same or similar previous positions. The job requires a general understanding of common techniques, methods, practices, procedures, and use of forms, routines, etc., of an intermediate nature.
Education	High school graduation or equivalency .
Technical Skill	Basic technical skills. Work requires the use of standard, routine technical skills appropriate to the work environment of the organization.
Physical Demands	A main requirement of the job is physical labor. Forces exerted are equivalent to lifting more than 50 pounds. The need for physical stamina and endurance is extremely significant. The degree of physical strain produced on the job is high. It results in considerable fatigue and requires periods of rest. Work could require very fine dexterity and extreme muscular control, involving various body postures.
Contacts	Contacts are of a routine nature within the work unit. Internal contacts occur in the normal course of performing the job and require basic communication skills such as providing or obtaining data or information regarding commonly encountered business matters. External contacts are not a necessary or regular part of the job.
Responsibility	Work is performed in a dependent manner providing little freedom to exercise independent judgment or acting in a lead role.
Accountability	Decision/action situations have a limited impact on the organization. Errors are usually detected by the organization. Errors are usually detected by a systematic verification and review. Errors may result in some work flow disruption, repetition of work or have limited impact on resources within a department.
Environment	Exposure to physical hazards, health and safety risks, adverse or otherwise undesirable characteristics in the environment such as laboratory or warehouse, machinery vibration and noise, and hazardous chemicals. Personal risks require use of safety equipment or following precautions closely.
Safety	Responsible for personal performance as a source of serious safety risk. Work involves the use of hazardous tools, equipment and/or materials OR ensuring organizational compliance with rules, procedures and legislation for safe operation of facility, safety and development of safe work procedures.
Reading	Basic - Ability to recognize meaning of common two- or three-syllable words. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Math	Basic - Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division). Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Writing	Basic - Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Certifications & Other Requirements	Valid Arizona Class "D" Drivers License upon hire.



OVERALL PHYSICAL STRENGTH DEMANDS:

-Physical strength for this position is indicated below with “H”-				
Sedentary	Light	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C Continuously 2/3 or more of the time.	F Frequently From 1/3 to 2/3 of the time.	O Occasionally Up to 1/3 of the time.	R Rarely Less than 1 hour per week.	N Never Never occurs.
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Note: This is intended as a description of the way the job is currently performed. It does not address the potential for accommodation.

-Physical Demand-	-Frequency-	-Brief Description-
Standing	F	Observing work site, observing work duties, communicating with co-workers
Fine Dexterity	O	Computer keyboard, telephone keypad, calculator
Walking	F	To other departments/offices, around work site
Lifting	O	Supplies, files
Carrying	O	Supplies, files
Sitting	F	Desk work, meetings, driving
Reaching	O	For supplies, for files
Handling	O	Paperwork
Pushing/Pulling	O	File drawers, tables and chairs
Climbing	O	Stairs, step stools
Vision	C	Reading, computer screen, driving
Foot Controls	F	Driving
Balancing	O	On step stools
Bending	O	Filing in lower drawers, retrieving items from lower shelves/ground
Crouching	O	Filing in lower drawers, retrieving items from lower shelves/ground
Hearing	F	Communicating via telephone/radio, to co-workers/public
Kneeling	O	Filing in lower drawers, retrieving items from lower shelves/ground
Crawling	R	Under equipment
Twisting	F	From computer to telephone
Talking	F	Communicating via telephone/radio, to co-workers/public
Other (specified if applicable)		



MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:

Variety of hand tools and small power tools, heavy and motorized equipment, portable hydraulic unit, hydraulic lopper, banding tool, laptop, GIS , CEO, Hansen, GPS, and Microsoft Office

ENVIRONMENTAL FACTORS:

C Continuously	F Frequently	O Occasionally	R Rarely	N Never		D Daily	W Several Times per Week	M Several Times per Month	S Seasonally	N Never
-Health and Safety Factors-						-Environmental Factors-				
Mechanical Hazards					F		Extreme temperature			S
Chemical Hazards					N		Wetness and/or humidity			S
Electrical Hazards					R		Respiratory hazards			M
Fire Hazards					R		Noise and vibration			W
Explosives					R		Physical hazards			W
Communicable Diseases					R					
Physical Danger or Abuse					O					
Other:										

PROTECTIVE EQUIPMENT REQUIRED:

Safety footwear, safety glasses, ear plugs, and gloves.

NON-PHYSICAL DEMANDS:

F Frequently From 1/3 to 2/3 of the time	O Occasionally Up to 1/3 of the time	R Rarely Less than 1 hour per week	N Never Never occurs
-Description of Non-Physical Demands-			-Frequency-
Time Pressure			R
Emergency Situation			O
Frequent Change of Tasks			O
Irregular Work Schedule/Overtime			R
Performing Multiple Tasks Simultaneously			O
Working Closely with Others as Part of a Team			O
Tedious or Exacting Work			O
Noisy/Distracting Environment			O
Other			

PRIMARY WORK LOCATION:

Office Environment		Vehicle	
Warehouse		Outdoors	X
Shop		Other	
Recreation/Neighborhood Center			