

STREETS AND DRAINAGE MAINTENANCE WORKER I

NATURE OR WORK

This position entails skilled work in the operation of motorized equipment and performing related manual tasks. Work involves responsibility for the safe and efficient operation of equipment with moderately complex operating requirements. Operation of assigned equipment is normally a common task, but employees perform many incidental or related duties. Assignments are usually received in the form of specific orders to pick-up and deliver materials or personnel, accomplish a particular job, or drive according to an established plan or route. Work may be performed without direct supervision after instructions are received, but is reviewed through observation, conferences and results obtained. This position is comparable in skill and proficiency levels to Utility Worker I. Employees in this position may be assigned or trained to work in the comparable position. Employees in this position may be assigned to a different shift depending on the work.

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.)

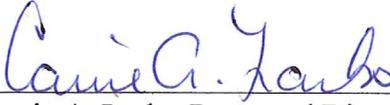
1. Operate equipment such as chain saw, snowblower, truck washer, pavement saw, light and heavy trucks, loader, air compressor, compactor or pump.
2. Manipulate controls to operate equipment in a safe and efficient manner.
3. Change various attachments on equipment and make adjustments.
4. Lubricate, fuel and clean equipment as required.
5. Pour concrete and patch asphalt pavement.
6. Cut and trim trees, and rake leaves and debris.
7. Participate in pavement preservation operations.
8. Perform manual labor, load and unload trucks, construct manholes and ditches, clean catch basins and perform related work.
9. Perform various public works maintenance tasks, including painting and repairing public buildings and mowing grass.
10. Repair sidewalks and curbs.
11. Participate in snow and ice removal operations.
12. Clean and maintain storm water system.
13. Perform related work as required.

QUALIFICATIONS FOR EMPLOYMENT

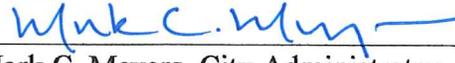
All of the following functions, qualifications, knowledge, skills, abilities (KSA's) and duties are essential. An employee in this class, upon appointment should have the following:

- Graduation from an accredited high school or equivalent.
- Valid State of Michigan Commercial Drivers License with Class A endorsement and good driving record.
- Reasonable knowledge of the operation and maintenance requirements of various types of heavy and special automotive and power-driven equipment.
- Ability to read and understand policy and procedures and fill out daily reports.
- Knowledge of traffic laws, ordinances and practices involved in public works vehicle operation.
- Knowledge of automotive and power-driven equipment lubrication and repair activities.
- Ability to operate automotive and power-driven equipment skillfully and safely.
- Ability to understand and follow oral and written instructions.
- Familiarity with streets and principal locations in the City.
- Mechanical aptitude.
- Physical strength and health to complete duties 1, 2, 3, 5, 6, 7, 8, 10, 11, 12 and 13.
- Ability to work effectively with other employees.
- Ability to work effectively with the public.

Approval:

 9/28/10

Carrie A. Larks, Personnel Director Date



Mark C. Meyers, City Administrator Date

 9/28/10

Gary Nelund, Mayor Date