

City of Somerton Job Description

Job Title: Maintenance Worker I
Department: Parks and Recreation
Reports To: Parks and Recreation Director
FLSA Status: Nonexempt
Prepared By: Parks and Recreation Director
Prepared Date: 8/29/2016
Approved By: City Manager
Approved Date: 8/29/2016

SUMMARY

Maintains and repairs property of municipality, i.e., Parks, Community Center, and Aquatic Center, by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Receives written work orders or verbal instructions from Parks & Recreation Director and or Crew Leader.

Cuts grass and trims weeds on city property and parks.

Digs flower beds and plants flowers.

Constructs decorative flower garden borders from wood.

Cleans buildings, washes windows, and empties trash cans.

Paints interior and exterior walls and trim.

Operates various light and medium-duty equipment such as trucks, loader, small tractors, forklifts, front end loader, dump trucks, mowers, drills, and hand tools in the completion of repair, maintenance, and construction tasks as assigned.

Drives truck and loads fallen tree limbs and roadside trash onto truck, and delivers refuse to landfill.

Maintains and repairs recreation and municipal buildings' plumbing and electrical systems, including replacing worn or defective parts such as switches and fuses.

Repairs or replaces sprinkler systems, playground equipment and fences.

Replaces worn or damaged parts such as hoses, wiring, and belts, in machines and equipment such as truck, push mowers, and riding mower.

Athletic Field Maintenance; level and drag fields, marks fields for athletic events, lay out lines and arrange bleachers for seating.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS 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 and/or EXPERIENCE

High school diploma or general education degree (GED); one year related experience and/or training.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Valid Arizona Drivers License

PHYSICAL DEMANDS 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 job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; talk or hear; and taste or smell. The employee frequently is required to walk. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

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.

While performing the duties of this job, the employee is regularly exposed to outside weather

conditions and extreme heat. The employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; and toxic or caustic chemicals. The employee is occasionally exposed to extreme cold. The noise level in the work environment is usually loud.