

City of Fulton
POSITION DESCRIPTION

Job1

JOB TITLE: Maintenance Worker II

Name: _____

DEPARTMENT: Street Maintenance Department

DATE: 10-98

IMMEDIATE SUPERVISOR: Title: Street Maintenance Supervisor

SUMMARY: Provides assistance to skilled laborers in maintenance and repairs of streets.

ESSENTIAL FUNCTIONS:

- I. Coverage Activities 50% of Time
 - A. Assists with culvert repairs, keeps ditches clean and free of obstacles, and performs snow removal and salt and sand distribution, assuring for safety, thoroughness and professionalism.
 - B. Maintains an awareness of the operation of a variety of tools and equipment. Operates the variety of tools and equipment, assuring for compliance with safety procedures.
 - C. Maintains an "on call" status on an assigned schedule and complies with the schedule, assuring for professionalism.
- II. Dozer, Front End Loader and Road Tractor Activities 15% of Time
 - A. Maintains an awareness regarding the use of various equipment, assuring for thoroughness.
 - B. Assists in the operation of various equipment, assuring for compliance with safety and other procedures.
 - C. Assists in the maintenance of equipment on both a preventative and corrective maintenance program and schedule.
- III. Street Repair Activities 35% of Time
 - A. Rakes, rolls and smoothes asphalt assuring for following all safety procedures and using all safety equipment and assuring for appropriate amount of asphalt for the repair.
 - B. Assists with concrete repair projects, including installing forms, laying bedrock, using the "wacker", smoothes and sweeps and saws grooves, assuring for following all safety procedures and using all safety equipment.
 - C. Conducts and completes any required cleanup and project shut-down activities, assuring for thoroughness.
 - D. Assists with other street repair activities as requested, assuring for safety, following appropriate procedures.
 - E. Completes adequate "put away" of all equipment, supplies and tools.
 - F. Deals with the public in a professional and courteous manner.
 - G. Responds to requests by immediate supervisor in an accurate, complete and timely manner.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor; subject to reasonable accommodations.

WORK ENVIRONMENT

- Average accessibility of all work sites required for the position.
- Extreme exposure to weather and temperature extremes.
- Average exposure to chemicals and fumes.
- Average exposure to heights.
- Above-average exposure to work safety hazards.
- Average amount of overtime/extended work hours required.
- Above-average exposure to dust.
- Above-average exposure to loud noises.
- Above-average exposure to darkness.
- Average exposure to cramped spaces.

PHYSICAL EFFORT

- Normal physical mobility: movement from place to place on the job, considering distance and speed.
- Normal physical agility: ability to maneuver body while in place.
- Normal physical strength to handle routine office materials and tools.
- Above-normal physical strength to handle 80 lb. objects, considering frequency.
- Normal dexterity of hands and fingers.
- Normal physical balance: ability to maintain balance and physical control.
- Normal coordination, including eye/hand, hand/foot, etc.
- Normal endurance.

KNOWLEDGE REQUIREMENTS

- Ability to obtain CDL (Class B) license.
- Valid Missouri driver's license
- Ability to operate a dump truck, tractor, and mower.

MENTAL EFFORT

- Normal concentration/intensity: prolonged mental effort with limited opportunity for breaks.
- Average memory, considering the amount and type of information.
- Average complexity of decision making.
- Average time pressure of decision making.
- Average analytical thinking.
- Average conceptual thinking.

COMMUNICATION

- Average verbal communication.
- Average written communication.
- Average nonverbal communication.

SENSORY ABILITIES

- Normal ability to see.
- Normal ability to distinguish colors.
- Normal ability to hear.
- Normal ability to smell.
- Normal sense of touch.