



## **Job Posting**

**Date:** October 29, 2020

**Position:** Maintenance Worker

**Department:** Streets & Sanitation

**Hours:** 7:00 a.m. – 4:00 p.m.

**Salary:** \$12.00 hourly/\$25,000.00 (Full Time Position with Benefits) 5% increase after 6 month probation

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Position performs a variety of semi-skilled and unskilled work in the construction and maintenance of Town streets and storm drains, as well as the collection of trash and debris, and performs related work as required. This class works according to specified procedures but decides how or when to do things; work is reviewed regularly by supervisor.

### **ESSENTIAL TASKS**

*The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.*

Performs semi-skilled and unskilled work in the construction, maintenance and repair of Town streets and storm drains

Prepares materials to be used in resurfacing and patching projects; pours and smooths asphalt

Paints pavement markings as needed

Operates vehicles and equipment such as an asphalt packer, tractor, tamper, trencher, etc., to perform daily tasks such as repairing and patching streets and digging trenches

Cleans storm drains and catch basins

Patches and repairs sidewalks and other paved areas; sets metal forms and pours concrete; smooths and finishes concrete

Raises manhole covers; breaks up area around holes with jack hammer

Performs simple landscaping work as required to repair work sites

## **CLASS TITLE: MAINTENANCE WORKER STREETS**

Participates as part of a leaf collection crew; rakes and operates vacuum hose to remove leaves from curbside; loads branches into chipper; removes animal carcasses from streets.

Assists in collecting garbage from assigned locations; rolls, positions, locks/unlocks dumpsters; picks up and places trash bags into collection truck.

Cuts grass along roadsides using push and tractor mowers and weed eaters.

May drive pick-up truck or dump truck in the collection of yard trash, junk and recyclable materials

Manually loads/unloads materials from trucks.

Participates in snow removal/sand spreading operations in inclement weather

Cleans and maintains assigned vehicles and equipment; performs basic equipment maintenance work as necessary to ensure safe operation.

Performs all work in adherence with policies, procedures, and standards of quality and safety.

Receives and responds to public inquiries, complaints and requests for assistance regarding areas of responsibility.

Prepares accurate and complete records of work performed.

Attends training, meetings, workshops, and other activities as required to enhance job knowledge and skills.

Requires comparing or inspecting items against a standard

Requires speaking or signaling to people to convey or exchange information of a general nature.

Requires leading, operating or repairing complex machinery or equipment that requires extended training and experience, such as construction equipment, trucks and vehicles. Involves operations of limited scope.

Requires performing semi-skilled work involving set procedures and rules but with frequent problem solving required.

Requires using basic addition and subtraction, such as making change or measuring

Requires reading simple sentences, instructions or work orders; writing simple sentences and completing simple job forms; speaking simple sentences using basic grammar.

Requires doing simple, repetitive manual, clerical or operating tasks following a few definite procedures; requires minor short-term planning; requires little attention for accurate results.

### **VOCATIONAL/EDUCATIONAL PREPARATION:**

Requires a high school diploma or GED equivalent

### **SPECIAL CERTIFICATIONS AND LICENSES:**

Must possess a valid North Carolina driver's license

## **CLASS TITLE: MAINTENANCE WORKER STREETS**

### **EXPERIENCE REQUIREMENTS:**

Requires over three months and up to and including six months of experience in outdoor maintenance work, preferably street maintenance or construction work.

### **AMERICANS WITH DISABILITIES ACT REQUIREMENTS**

### **PHYSICAL AND DEXTERITY REQUIREMENTS:**

Requires heavy work that involves exerting between 50 and 75 pounds of force on a recurring basis and over 100 pounds of force on a frequent basis. Must be able to perform basic life functions of climbing, balancing, stooping, crouching, reaching, standing, walking, lifting, pushing, pulling, fingering, grasping.

### **ENVIRONMENTAL HAZARDS:**

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, fumes and/or noxious odors, traffic, moving machinery, toxic/caustic chemicals, disease/pathogens.

### **SENSORY REQUIREMENTS:**

The job requires normal visual acuity and field of vision, hearing and speaking abilities, depth perception, color perception.

### **JUDGMENTS AND DECISIONS:**

Responsible for guiding others, requiring a few decisions affecting a few co-workers; works in a stable environment with clear and uncomplicated written/oral instructions but with some variations from the routine.

### **ADA COMPLIANCE:**

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

**Interested applicants may submit an application to:**

**Town of Waynesville,  
Brittany Angel, HR Specialist  
Human Resources Department  
23 Hendrix Street  
Waynesville, NC 28786**

**Or via email to [bangel@waynesvillenc.gov](mailto:bangel@waynesvillenc.gov)**

**Applications will be accepted until November 13,2020**