



City of Moody Job Description

JOB TITLE: Maintenance Worker

DEPARTMENT: Public Works

Job Description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required.

GENERAL SUMMARY

This position requires demonstrated competency and increasing independence, knowledge and ability in performing routine and special assignments in a variety of maintenance program areas in the Public Works department. This classification is a full-time, non-exempt, hourly position and will have no supervisory responsibility. Full benefits are associated with this position.

SUPERVISION

Under the general direction of the Public Works Supervisor

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are illustrative only. They are not meant to be a complete and exhaustive listing of all duties and responsibilities of this position.

1. Adhere and comply with the City of Moody Policy and Procedures Manual.
2. Adhere and comply with safety rules and regulations.
3. Operate hand and power tools.
4. Operate light and heavy construction equipment.
5. Handles and applies chemicals.
6. Performs asphalt and concrete removal and replacement.
7. Utilize department or Citywide software applications to maintain records or perform various duties.
8. Interact with customers, on site or when requested, in a friendly and professional manner.
9. Wears Public Works uniform at all times while on duty.
10. Promotes a team work environment; assists coworkers when necessary.

LICENSE & CERTIFICATIONS

Possession of a valid Alabama Driver's License
Ability to obtain Commercial Driver's License (CDL)

EDUCATION & TRAINING

High School Diploma or equivalent
Any combination equivalent to experience and education that could likely provide the required knowledge, skills, and abilities would be qualifying.

KNOWLEDGE & SKILLS

Standard and job-specific methods, materials, terminology and safe work practices or maintenance, construction, and maintenance equipment and tools.

Physical stamina and strength to operate a variety of tools and equipment.

Perform physical tasks for long periods of time.

Ability to lift light and heavy loads

Ability to listen, understand, retain, follow, and apply verbal and written instructions or directions.

Learn effective and safe operation of equipment and tools.

Establish and maintain cooperative working relationships with others.

Respond courteously to public inquiries.

Recognize and use safe work practices.

Learn and retain specific and general information concerning equipment, functions, and projects.

PHYSICAL REQUIREMENTS/ WORK ENVIRONMENT

Considerable time standing, sitting, walking, driving, kneeling, stooping, crouching, squatting, climbing ladders, crawling, twisting of upper body, lifting heavy objects, operating heavy tools and equipment.

Ability to spend a significant amount of time working outdoors.

Ability to work in confined spaces, work with chemicals, occasional extreme noise or vibration, work around electrical, mechanical, chemical or explosive hazards, and working with hazardous waste.

I hereby acknowledge receipt and acceptance of the job description by signing my signature below.

Employee Name

Date