

TITLE: Facility Maintenance Worker I

CITY OF RIDGEFIELD JOB DESCRIPTION

TITLE: Facility Maintenance Worker I

DEPARTMENT: Public Works Department

REPORTS TO: Facility Supervisor

NATURE OF WORK/SUPERVISION

Works under the general supervision of the Facility Supervisor, who assigns major tasks and duties. Is responsible for performing routine duties normally involving physical labor for the maintenance of City streets and rights-of-way, sidewalks, storm drainage systems, parks, and general facilities. Responsible for working with field crew personnel and performing skilled work in construction, maintenance and related service activities.

ESSENTIAL JOB FUNCTIONS

Performs, but is not limited to performing, the following tasks:

- Works as part of a maintenance crew. Cleans streets, parks and rights-of-way of general debris. Cuts grass, applies pesticide and trims shrubs, trees and other vegetation along street rights-of-way. Plants, waters and maintains landscaped areas. Maintains striping and signage within rights-of-way.
- Patches and seals cracks in streets and sidewalks with appropriate paving material, requiring extended periods of standing and walking. Assists in the completion of street sweeping, sanding, snow removal and other street maintenance generally completed by other agencies.
- Cleans and maintains City-owned drainage facilities, including removal of debris from catch basins and other storm facilities.
- Acts as a flagger to alert traffic and protect crew when required; sets up and picks up cones after work in the right-of-way.
- Operates a variety of tools, such as a jackhammer, tamper, lawn mower, and carpentry tools.
- Assists in the overall maintenance and repair of City-owned equipment and facilities, including buildings.
- All other duties as assigned by the Supervisor(s) or Department Head.
- Must be able to communicate, read, write and understand written instructions in English.
- Work within established guidelines, policies and procedures.
- Regular and punctual attendance is an essential function.
- Must have a valid driver's license and be able to legally operate a City-owned vehicle.

KNOWLEDGE, EXPERIENCE AND ABILITIES

- Ability to learn the methods, materials, practices, procedures, and equipment used in the construction and maintenance of public works facilities.
- Ability to work safely and efficiently with field crew personnel or alone, as assigned tasks may warrant.

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- Ability to comprehend and follow safety procedures and regulations.
- Mechanical aptitude suitable to understanding operation of public works systems.
- Ability to perform strenuous physical work.
- A willingness to learn and progress through self-study and on-the-job training for advancement to higher positions.
- Establish and maintain effective working relationships with other employees, contractors, and the general public.

WORKING CONDITIONS

Work is performed primarily outdoors. Work may likely expose the employee to inclement weather and safety hazards such as falling objects, heavy equipment, power tools, noise and vibration, dust and dirt, fumes and odors, uneven or rough terrain and requires climbing, bending, stooping, kneeling and crawling.

MINIMUM QUALIFICATIONS

Following are the minimum qualifications:

- High School Diploma or G.E.D. is required.
- Minimum of two (2) years experience in the construction, operation, and maintenance of streets, drainage, parks or facilities preferred.
- Valid Washington State driver's license with a driving record free from serious or frequent violations.
- Required to obtain and maintain an Industrial First Aid/CPR Card and a Flagging and Traffic Control Card within six (6) months of employment.
- Required to obtain Blood Borne Pathogens, Defensive Driving, Confined Space, Fall Protection, Fire Extinguisher and Evacuation, and Trenching and Shoring training within one (1) year of employment.
- Ability to communicate respectfully and tactfully with customers (internal and external).
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