

## CITY OF RALSTON

### JOB DESCRIPTION

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**POSITION TITLE:** Public Works Worker 1

**PURPOSE OF POSITION:** This entry-level position entails but is not limited to all city maintenance and upkeep. Applicants of this position must be willing to perform Street and rights-of-way maintenance repairs on city streets. Sanitary and storm sewer maintenance and repairs on city infrastructures. Minor facility, ground, equipment maintenance on city facilities, equipment, sidewalks, parks, ballfields and rights-of-way as well as other duties as assigned.

**ESSENTIAL FUNCTIONS:**

**Street maintenance:**

Assist work activities including street, curb and sidewalk concrete panel replacement, patching pot holes, crack sealing, line painting, and street light and sign repair and replacement according to approved work methods and procedures. Plows and hauls snow, and salts city streets.

**Sanitary and Storm Sewer maintenance:**

Assist work activities including routine flushing and inspection on sewer systems, repair and replacement of sewer infrastructures.

**Facilities maintenance:**

Performs minor building maintenance and repair activities at municipal parks and buildings including changing light bulbs, replacing HVAC filters, light carpentry, hanging drywall, and painting and minor plumbing repair.  
Clean public restrooms.

**Grounds maintenance:**

Mowing grass, removes weeds and leaves, trim shrubs; removes dead trees, prunes and removes limbs; including parks, municipal buildings, right-of-ways using required tools and equipment. Removes snow and ice from city buildings and public sidewalks.

**Equipment maintenance:**

Cleans and maintains equipment; checks oil and other fluids, grease, checks tire pressure, performs limited equipment maintenance, reports serious maintenance problems to supervisor.

Performs related duties as required.

**ESSENTIAL KNOWLEDGE, SKILLS AND ABILITY:**

Ability to learn and assist street maintenance, concrete panel replacement, curb, sidewalk, sign, and lighting maintenance, repair and replacement methods and practices.

Ability to learn and perform plowing and hauling snow, and salting city streets.

Ability to learn and assist routine sanitary and storm sewer cleaning, inspection and replacement of infrastructures.

Ability to learn the safe operation of a variety of street maintenance equipment, including backhoe, skid steer and attachments (concrete breaker, grinder, post hole digger), wheel loaders, street sweeper, dump truck, hot box, asphalt roller tack tank, tar kettle.

Ability to learn and perform safe operations and use of a variety of grounds maintenance equipment including riding and push mowers, snow blowers, chain saw, trimmers, hedge clippers, blowers and other power and hand tools, machinery, vehicles and other equipment in a safe and effective manner.

Ability to learn and perform safe operations and use of a variety of facility maintenance equipment including various power saws, drills and other power and hand tools.

Ability to learn and perform snow and ice removal of city buildings and sidewalks.

Ability to learn and perform light carpentry and other minor facility maintenance skills.

Ability to learn and perform limited equipment maintenance.

Ability to safely use and store a variety of chemicals.

Ability to understand and follow both oral and written instructions.

Ability to communicate effectively in English, both verbally and in writing.

Ability to establish and maintain effective working relationships with the public, other employees and vendors.

**ESSENTIAL EDUCATION, CERTIFICATION AND/OR LICENSES:**

1. Valid driver's license;
2. Class A CDL with tanker endorsement within six months of hire.

**ESSENTIAL PHYSICAL DEMANDS AND TYPICAL WORKING CONDITIONS:**

The physical demands and work environment characteristics 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.

Work is conducted outdoors as required in all types of weather. Work requires frequent to constant standing, lifting and walking. Work requires frequent stooping, twisting, reaching, crawling, kneeling and climbing. Work requires lifting and carrying up to 50 pounds on occasion. Work hours are variable. The incumbent will be required to work evenings and weekends as required.

While performing the duties, the incumbent is required to use hands to finger, handle, feel or operate objects, tools or controls and to reach with hands and arms. Vision abilities required include close vision and the ability to adjust focus. The noise level is usually moderate, but can be loud.

Work requires interaction with the general public and may be stressful when dealing with irate customers, public, and vendors.

9/10/21