

Town of Center

Job Description

Maintenance

*Maintenance 11/20/2007*

## **PURPOSE OF THE POSITION**

The fundamental reason for the existence of this classification is to complete the activities involved in the construction, maintenance, and operation of streets, parks, equipment, and structures used within these systems.

## **SCOPE**

This is a journey level in the field maintenance series of classifications. Employees appointed to this class usually have some general construction and maintenance experience and perform a variety of semi-skilled municipal maintenance tasks. Maintenance Workers may be required to provide guidance to less experienced employees as assigned.

## **RESPONSIBILITIES**

1. Perform a variety of maintenance work in the construction, repair and maintenance of;
  - Municipal buildings.
  - Streets.
  - Parks.
  - Playgrounds.
  - Storm drains.
  - Assist with traffic signals.
  - Street lights, and related utilities.
  - Plant and maintain lawns, trees and other plant material on town property.
  - Paint and maintain curbs, traffic lines and street signs and posts.
  - Load and unload leaves and rubbish from town streets, gutters and other public areas.
  - Perform ground maintenance work; cut and patch street surfaces as required.
  - Keep records and make reports of supplies used.
  - Maintain tools and equipment.
  - Operate a variety of automotive, construction and maintenance equipment such as trucks, tractors, mowers and related equipment.
2. Other duties include
  - Animal control.

- Snow removal.
3. The Maintenance Worker must possess the ability to:
    - Learn more technical and difficult operations.
    - Demonstrate technical aptitude.
    - Follow oral and written instructions.
    - Establish and maintain effective working relationships with those contacted in the course of work.
    - Work in a team-based environment and achieve common goals.
    - Perform heavy physical labor
  4. Perform other related duties as required
  5. Chain of command; Works under the immediate supervision of higher classifications as assigned.