



City of Lake Mary

Position Vacancy Announcement 16-23

POSITION TITLE: Public Works Maintenance Specialist I
PAY RANGE: \$11.71 – 18.29
DEPARTMENT: Public Works

MINIMUM QUALIFICATIONS:

High school education plus one (1) year of general labor experience. A combination of training and experience may qualify an applicant for consideration. **Must have or be able to complete ICS 100 and 700 courses within six (6) months of hire.**

Valid Florida driver's license with an acceptable driving record. A Class B CDL is preferred.

Some knowledge of methods and procedures relative to installation, maintenance and repair of streets, water lines, meters, sewer lines and irrigation systems.

Some knowledge and skill in the use of common hand tools and mechanical equipment.

Skill in the use of specialized tools/equipment and operation of various vehicles.

Knowledge of operating light and medium construction equipment.

Ability to understand and carry out oral instructions and to perform a variety of semi-skilled manual tasks.

Ability to establish and maintain professional working relationships with the general public, fellow employees, and outside professional associates.

Ability to understand and carry out oral and written instructions.

Ability to communicate effectively.

Ability to perform manual labor.

Ability and skill in operating a wide range of construction and maintenance equipment.

POSITION FUNCTION:

This is routine work requiring limited judgment in the operation and maintenance of streets, water lines, sewer lines, parks and other facilities owned by the City. Work is performed under the general direction of the Assistant Public Works Director and is reviewed through results achieved.

YOU MAY APPLY ON LINE AT WWW.LAKEMARYFL.COM. APPLICATIONS MAY ALSO BE OBTAINED FROM HUMAN RESOURCES, CITY OF LAKE MARY, 100 N. COUNTRY CLUB ROAD, LAKE MARY 32746 OR CONTACT (407) 585-1445.

The City of Lake Mary is an Equal Opportunity Employer in compliance with the laws prohibiting discrimination on the basis of race, color, sex, age, marital status, religion, national origin, disability or any other legally protected status.

The City will provide reasonable accommodations necessary to applicants with disabilities preventing them from completing a City application form. Please contact the Human Resources Manager immediately if you need a special accommodation.

The City of Lake Mary is a Drug-Free Workplace. Certain positions require pre-employment Drug Testing.

General Description:

This is routine work requiring limited judgment in the operation and maintenance of streets, water lines, sewer lines, parks and other facilities owned by the City. Work is performed under the general direction of the Assistant Public Works Director and is reviewed through results achieved.

Essential Job Functions:

Performs all types of manual labor related to streets, water lines, sewer lines, meters, and irrigation systems.

Grades dirt roads.

Mows, edges, picks up debris, and weeds rights-of-way.

Operates dump truck, loader, and tractor.

Uses small hand tools and operates light equipment in the completion of work assigned.

Installs and reads water meters. Installs fire hydrants and performs custodial functions.

Reads water meters on an assigned work route and records data into automated meter reading system.

Follows safe working practices and has a working knowledge of safety practices and procedures in accordance with the City's Safety Plan.

All employees serve an essential role in the City's disaster preparation and/or disaster recovery efforts, as may be designated by the City's Emergency Manager.

Performs other related duties as required and other such work as may be assigned.

Minimum Qualifications

Knowledge, Abilities and Skills:

- Some knowledge of methods and procedures relative to installation, maintenance and repair of streets, water lines, meters, sewer lines and irrigation systems.
- Some knowledge and skill in the use of common hand tools and mechanical equipment.
- Skill in the use of specialized tools/equipment and operation of various vehicles.
- Knowledge of operating light and medium construction equipment.
- Ability to understand and carry out oral instructions and to perform a variety of semi-skilled manual tasks.
- Ability to establish and maintain professional working relationships with the general public, fellow employees, and outside professional associates.
- Ability to understand and carry out oral and written instructions.
- Ability to communicate effectively.
- Ability to perform manual labor.
- Ability and skill in operating a wide range of construction and maintenance equipment.

Education, Training and Experience:

High school education plus one (1) year of general labor experience. A combination of training and experience may qualify an applicant for consideration. Must have or be able to complete ICS 100 and 700 courses within six (6) months of hire.

Licenses, Certifications or Registrations:

- Valid Florida driver's license with an acceptable driving record. A Class B CDL is preferred.

Essential Physical Skills:

- Acceptable eyesight (with or without correction).
- Acceptable hearing (with or without hearing aid).
- Ability to communicate both orally and in writing.
- Heavy (45 pounds and over) lifting and carrying.
- May be required to work wearing a respirator.
- Ability to climb and descend ladders.
- Ability to operate a variety of equipment.
- Physical requirements may vary by job site.
- Reading
- Writing
- Reaching
- Pulling
- Pushing
- Walking

Environmental Conditions:

- Works outside in various weather conditions.
- Moving vehicles and objects.
- Uneven and slippery terrain/surfaces.
- Below ground (ditches).
- Exposure to traffic, high noise levels, dust, dirt, fumes, vapors, vibrations, and machinery.
- Hazardous and stressful conditions.

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)