

POSITION: MAINTENANCE WORKER

TYPE: Full Time

ANNUAL SALARY: \$30,000.00 - \$65,000.00

Applications may be mailed in or dropped off to the village hall or emailed to m.lobban@nbvillage.com

Description:

Unskilled and limited semi-skilled manual work. An employee in this classification is responsible for the performance of light and heavy manual labor, which does not require a high degree of manipulative skill. However, as work experience is gained, employee may be assigned to somewhat more difficult tasks of a semi-skilled nature. Work is usually performed under the immediate direction of an employee of higher classification; however, constant supervision is not necessary for familiar tasks, which can be carried out without difficulty once they are learned.

DUTIES:

- May spray foliage, lawns and sport fields for weed and pest control.
- May cut and edge grass with hand tools and power-operated machines.
- May install trees and shrubbery to maintain landscaping throughout the City.
- May trim and fertilize trees, shrubbery, lawns and sport fields.
- May provide general care to lawns and grounds; remove dirt, rubbish, weeds, leaves and other refuse from grounds.
- May prune trees to eliminate hazards and preserve the beauty of the trees on municipal streets and property.
- May clean culverts, ditches, swales, canals and build retaining walls.
- May mix concrete, replace and repair sidewalks throughout the City.
- May dig, grade and set forms for concrete work; tamp and level concrete.
- May install new and old road signs; erect barricades and repair breaks and holes in street surface.
- May clean and care for public buildings and other municipal property; sweep, mop, scrub floors; wash windows, walls and paint.
- May take down, move and erect benches, seats and chairs or equipment as needed.
- May line playing fields, drag, water, weed and maintain landscaped areas of sports fields.
- May repair and maintain playground equipment to keep in proper operating condition.
- May perform semi-skilled carpentry, masonry, painting, plumbing and landscaping tasks and general maintenance of municipal buildings, equipment and property; may work as a helper to a skilled trades worker.
- May assist mechanics at City garage in making a variety of repairs to automotive and mechanical equipment.
- May perform miscellaneous pick-up and delivery of errands as required.
- Exercises care and safety in use of equipment and tools required to complete assigned tasks and knowledge of safety rules and regulations prescribed by the City.
- Executes purchase orders authorized by the department director.
- Performs related work as required and as directed.

QUALIFICATIONS:

- Knowledge of and the ability to operate tools and various equipment used in landscape maintenance, general ground maintenance, athletic field maintenance and construction, i.e. mowers, edgers, weed eaters, trimming hand tools, etc.
- Working knowledge of tree trimming methods and safety precautions.
- Knowledge of cleaning methods and skilled in the use and care of cleaning materials and equipment.
- Knowledge of methods and tools used in cement finishing, where position requires.
- Knowledge of the occupational hazards of the trade and of proper use of safety practices.
- Ability to perform general care to lawns and grounds; remove dirt, rubbish, weeds, leaves and other refuse from grounds.
- Ability to operate assigned equipment safely.
- Ability to plant and fertilize trees, shrubbery and lawns.
- Ability to operate a City vehicle and possess the required license, if position requires.
- Ability to work a flexible work schedule, as position requires.
- Ability to paint and install playground equipment and fences; maintain and install irrigation systems, when position requires.
- Ability to perform heavy manual labor for extended periods, often under hot and humid conditions.
- Ability to understand and carry out instructions and to complete work assignments correctly.
- Ability to establish and maintain effective working relationships with other City employees, department officials and the general public.
- Skills in the use of common hand tools and mechanical equipment.

DESIRABLE EXPERIENCE AND TRAINING:

Some experience in ground maintenance, street maintenance, landscape maintenance, ball field maintenance, construction and repair work or other appropriate field is preferred as it relates to the position assigned.

Any equivalent combination of experience and training which provides the required knowledge, abilities and skills may be considered.

BENEFITS:

North Bay Village provides a competitive benefit package including, but not limited to:

- Vacation and Sick Leave
- Medical
- Dental
- Vision
- Retirement
- Tuition Reimbursement