

Job Description – City of Burleson

Job Title: Street Maintenance Worker I
 Department: Public Works
 Reports to: Street Maintenance Crew Leader
 Pay Grade: 113
 FLSA Category: Non-Exempt
 Schedule: 5 shifts per week; 8 hours each
 Date Revised: January 10, 2007

BRIEF DESCRIPTION OF THE JOB:

Performs work necessary for the maintenance and repair of city streets, parking lots, drainage facilities, and right-of-ways.

ESSENTIAL DUTIES AND PERCENTAGE OF TIME SPENT ON EACH:

S = Sedentary (0-10 lbs); L = Light (10-25 lbs); M = Medium (25-50 lbs);
 H = Heavy (50-100 lbs); VH = Very Heavy (over 100 lbs).

% of Time	Strength Exerted	Description of Job Duties
52	H	Street Repair: shovel, rake and roll asphalt, spread concrete. Shovel up old asphalt and concrete etc.
8	M	Cut down of vegetation.
20	S	Drive dump trucks, flat beds and other types of vehicles.
2	S	Operate sand trucks when roads are icy.
5	M/H	Assist sanitation dept with trash pickup on an as needed basis.
3	S/M/H	Flagging, placing and picking up barricades.
5	L/M	Repair crack sealings.
2	M/H	Support Parks Dept when needed.
3	L	Clean shop, equipment and trucks.
		This job requires the individual to be at work on time for their scheduled hours.

This list of essential duties is not exhaustive and may be supplemented as necessary.

SUPERVISORY RESPONSIBILITIES:

This position has no supervisory responsibility.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

- Reading: Reading work tickets and asphalt orders.
- Writing: Filling out work tickets.
- Math: Basic math.
- Reasoning: Must be able to know when to make decisions and when to ask for instructions.
- Knowledge:
- Use of hand tools and equipment used in the maintenance and repair of streets; Material used in street maintenance operations; Basics of street maintenance procedures.
- Other Abilities Required:
- Ability to maintain a positive working relationship with fellow employees and the general public.

EDUCATION AND EXPERIENCE:**Required**

- High school diploma or equivalent.
- Must be able to lift up to 90 lbs

Preferred

- Some construction related experience.

CERTIFICATES AND LICENSES REQUIRED:

- Must have a Class "C" Texas drivers license with good driving record and be able to obtain a class "B" Texas drivers license within 6 months from hire date.

ENVIRONMENTAL FACTORS AND SAFETY HAZARDS:

Extreme weather conditions, traffic, emergency situations, gas, diesel, paint thinner, paint and MC 30, as well as, some equipment hazards.

TOOLS AND EQUIPMENT USED:

Front end loader, roller, tractor, sanding trucks, shovels, rakes, brooms, chain saws, hand saws, crowbars, jack hammers, concrete/asphalt saws, screwdrivers, ratchets ground packer, etc.

DESCRIPTION OF PHYSICAL DEMANDS:

[Frequency: C = Constantly (2/3 or more of the time); F = Frequently (1/3 to 2/3 of the time); O = Occasionally (up to 1/3 of the time); R = Rarely (less then 1 hour per week)].

Physical Demand	Frequency	Description of Demand
Standing/Walking	C	On concrete, asphalt, sand, rock, grass, high banks, ditches, ice, snow, and high brush areas.
Sitting	O	Driving vehicles and filling out paper work.
Lifting	C	Shovels of asphalt and sand up to 50 lbs.; sealant 25 lbs.; miscellaneous tools up to 50 lbs.; concrete bags up to 90 lbs.
Carrying	F	Shovel full of asphalt up to 50 ft.; sealant 10 ft.; chain saw 10 lbs. 100 yds+.; barricades 20 ft.
Pushing/Pulling	O	Wheel barrel 75 lbs. 50 ft.; sweeping; tree limbs 50 lbs. 25 yds.
Reaching	O	Reaching 7 to 8 ft. to tarp down dump truck; and to get tools out of trucks.
Fine Dexterity/Handling	O	Filling out reports and using small tools.
Crouching/Crawling	R	Building concrete frames.
Climbing	O	Climbing in and out of trucks 8 ft.; climbing in out of ditches up to 50 ft.
Balancing	O	Balancing on asphalt or other materials in the back of trucks while tarping it. Walking in ditches and on curbs.
Twisting	O	Shoveling materials onto the back of trucks; tossing limbs and trash onto trucks.
Kneeling	R	To pick up miscellaneous things.
Vision	C	Watching for traffic and other potential dangers.
Hearing/Talking	C	To communicate with others, two-way radio, and the citizens of Burleson.
Foot Controls	F	Used when driving equipment.
Running	R	In emergency situations.
Stamina	F	This job is very labor intensive and demands lots of stamina.

DESCRIPTION OF NON-PHYSICAL DEMANDS:

[Frequency: C = Constantly (2/3 or more of the time); F = Frequently (1/3 to 2/3 of the time); O = Occasionally (up to 1/3 of the time); R = Rarely (less than 1 hour per week)].

R__time pressures

R__irregular schedule

O__frequent change of task

O__tedious exacting work situation

F__performing multiple tasks simultaneously

other:_____

R__emergency situations

F__danger/physical abuse

F__noisy/distracting environment

C__working closely with others as a team

Applicant Notes:

- Regular and reliable attendance is required of all employees.
- Pre-employment drug screens required and substance abuse policy enforced.
- The City of Burleson is an at-will employer.
- The job description is a general summary; it is not an all-inclusive list of job duties, and employees will be called upon to complete other duties as assigned.
- **Applications are required to be considered for open positions.** A resume may be provided, but does not take the place of a completed application.