

**CITY OF GREENBELT, MD
CLASS SPECIFICATION**

CLASS TITLE: Public Works Maintenance Worker V and VI
DEPARTMENT: Public Works
REPORTS TO: Various

SALARY GRADE: 11 & 13
FLSA STATUS: N
DATE: 03/2009

JOB SUMMARY AND DISTINGUISHING FEATURES OF THE WORK:

Performs and leads the work of other maintenance workers in the support of maintaining all parks, streets and other outdoor public areas of the City. Operates and maintains various vehicles, equipment and machines.

ESSENTIAL JOB FUNCTIONS: (Not all tasks are performed by all incumbents, tasks vary with assignment.)

Supervises employees engaged in public works projects.

Supervises and participates in the erecting and maintaining of facilities and structures such as playground equipment.

Act in the role of project leader on various building, streets, landscaping projects.

Performs advanced landscaping tasks such as turf management, application of fertilizers and pesticides, and general landscaping and tree maintenance work.

Operates a variety of vehicles, machines and equipment, including dump trucks, snow plows, refuse trucks, jack-hammers, street sweepers, small rollers, tractors, etc.

Maintains and repairs playground equipment and various park maintenance equipment such as mowers, tractors, leaf vacuums, chain saws, wood chippers, front-end loaders, etc.

Performs electrical, plumbing, HVAC, carpentry or other repair, maintenance and construction work in one or more of the building trades.

Assists in training crew members in operational strategies and equipment operation and safety.

Resolves issues or problems with or between crew members.

Assists with the setup for special events.

Perform duties of supervisor in his/her absence.

When assigned at the Worker VI level as a Tree Technician:

Maintain up to date listing of hazard trees

Maintain GPS study of street trees

Help to create and maintain City tree master plan

Act as first responder to all tree emergency issues

Help to mitigate and/or solve any citizen related questions or issues related to trees

Act as Public Agency representative to Maryland Department of Natural Resources

Maintain required Maryland Tree Care Expert licensing

Maintain current tree inventory data

IMPORTANT JOB FUNCTIONS:

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Lawn Maintenance Equipment Small Engine Equipment Hand and Power Tools Motor Vehicles

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Maintenance Worker V

High school diploma or equivalent; and,

Three years experience with an above average work performance as a P.W. Maintenance Worker IV with demonstrated experience and training in the performance of semi-skilled work or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Maintenance Worker VI

High school diploma or equivalent; and,

Three years experience with an above average work performance as a P.W. Maintenance Worker V with demonstrated experience and training in the performance of semi-skilled work or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Licenses and Certifications:

Class C Driver's License Required

CDL Required

National Electrical Code Journeyman License Required for Electrician

[When assigned as the Worker VI Tree Technician – Maryland Tree Care Expert Licensing required.](#)

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Methods, materials and techniques used in public works maintenance and construction.

The operation of trucks, equipment and special tools and techniques pertinent to tasks required.

The occupational hazards and safety precautions of the work.

Department organization, standard operating guidelines and policies, rules, and regulations.

Skill in:

Leading the work of others.

The use of all hand tools and small engine equipment.

Communicating orally with internal staff, the general public, and other departmental staff in order to give and receive information in a courteous manner.

Operating and maintaining all assigned equipment required to perform the essential functions of the job.

Mental and Physical Abilities:

Ability to make minor repairs and adjustments to equipment.

Ability to keep records and prepare brief reports.

Ability to understand and follow oral and/or written instructions.

Ability to establish and maintain effective working relationships with a variety of people.

While performing the essential functions of this job the employee is frequently required to stand; walk; use hands to finger, handle, or feel; speak and hear; climb or balance, stoop, kneel, crouch, or crawl; reach with hands and arms; move about on hands and knees; bend body downward and forward, requiring full use of the lower extremities and back muscles; push, pull and/or lift up to 50 pounds.

Working Conditions:

Work is performed in the field and warehouse exposing the employee to various outside atmospheric conditions; to conditions such as fumes, noxious odors, dusts, mists, gases and poor ventilation that affect the respiratory system, eyes or the skin; possible bodily injury from moving mechanical parts of equipment, tools or machinery, electrical shock, radiation, explosions, falling from high, exposed places, and/or toxic or caustic chemicals.

The incumbent's working conditions are typically moderately quiet to loud.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.