

City of Mason
Employment Opportunity
For
Service Worker

Hiring Range:	\$15.00 to \$17.00 per hour	Classification:	Classified
Reports To:	Manager/Supervisor	FLSA:	Non-Exempt
Posted:	October 31, 2018	Department:	Service Department
Working Hours:	40 Hours Full Time	Status:	Full-Time
	25 Hours Part Time		Part-Time

General Statement of Duties and Distinguishing Features of Class

Performs manual labor of more than ordinary difficulty, which often involves the use of acquired skill; does related work as required.

This work calls for the use of some skills acquired by experience or on-the-job instruction. Requires more than usual physical strength and endurance. A Service Worker normally works under the supervision of a Service Technician, Service Coordinator or a Manager/Supervisor who issues oral or written work orders and inspects work frequently. Employee is required to be able to complete tasks with supervision. Employees in this class may be assisted by one or more workers. Employees are required to be available for work after hours, weekends, and holidays when needed.

This is a public service job based in trust, credibility, and competency. It is a critical requirement of this position that the incumbent displays the desire and ability to perform and behave (on duty, as well as off duty) in a manner that does not damage or endanger the loss of trust with the public, co-workers, and other public safety forces. Candidate must meet the following qualifications and requirements at time of appointment.

Examples of Work (Illustrative Only)

- Digs, spreads, and levels dirt, gravel, mulch etc.;
- Digs and plants ball and burlap trees and landscaping materials;
- Lifts, carries and holds building materials, tools, and supplies;
- Handles and uses hand tools and power tools and equipment including power washer, gas-powered weed eater and lawn mowers;
- Washes equipment and vehicles;
- General cleanup of facilities, restrooms, parks and other City properties;
- Drags and loads brush into a brush chipper or onto truck;
- Empties interior and exterior trash cans;
- Mows grass and weeds areas as assigned;
- Rake leaves and brush, use leaf/brush vacuum truck;
- Waters various plants and City green areas as assigned;
- Shovels snow and applies salt;
- Removes litter and other inappropriate items from right-of-ways, parks and other public grounds;
- Painting interior and exterior as assigned;
- Compliance with Standard Operating procedures and Employee Personnel Manual policies;
- Performs other related work as required.

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Skills, Knowledge, and Abilities:

- Possess and maintain a valid Driver's License, good driving record and be insurable;
- Some knowledge of a variety of semiskilled maintenance and manual tasks;
- Ability to understand and follow oral and written instructions;
- Ability to read and write legibly;
- Ability to perform heavy manual work for an extended period under varying climatic conditions;
- Available for scheduled and emergency overtime;
- Able to work with pager and ability to be on-call and respond accordingly;
- Ability to complete tasks with limited supervision and as instructed;
- Willingness to develop as the department's needs change (i.e., continuing education)
- High-school diploma or its equivalent;
- Obtain a CDL, Class A license through life of employment (preferred).

Physical Requirements:

- Excellent physical condition - able to push, pull, stoop and bend, extensive walking and standing, lift objects of 70 lbs. or greater routinely;
- Visual acuity to distinguish from short and long distances;
- Auditory acuity to hear the pager, radio, or communication from fair distances;
- Manual dexterity to operate light to heavy equipment, manipulate small objects;
- Successfully pass an ongoing Dept. of Transportation mandated drug testing program;
- Able to operate efficiently in dramatic climates.

I understand this position is a position at will, and nothing in this job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.