

CITY OF COCOA



Human Resources Division
"We are ...your HR!"

Pay Grade: L12
Revised: 08/1995

UTILITIES DEPARTMENT DYAL WATER TREATMENT PLANT #4020 MAINTENANCE WORKER III

MAJOR FUNCTION:

This is heavy manual work involving limited skills in various maintenance and construction tasks. The employee performs grounds keeping, some building maintenance and assists with treatment plant maintenance when required. Employee performs laboring tasks requiring the use of hand tools, power tools, and equipment or occasional use of light automotive equipment; responsible for the upkeep and efficient operation of the tools and/or equipment used. Instructions are usually received verbally and routine scheduled work is performed under the supervision of the Plant's Chief Operator/Superintendent. Instructs Maintenance Worker I employee, plans and schedules work loads for Dyal, Wewahootee and Taylor Creek Reservoir.

ESSENTIAL JOB FUNCTIONS:

Operates power mowers, edgers, weed eaters, clippers and other equipment used in landscape and grounds maintenance. Operates small and large tractor for mowing, moving and spreading dirt and for a variety of landscaping projects. Assists treatment plant operations and maintenance personnel with preventative and constructive maintenance projects. Applies fertilizers, sprays herbicides and insecticides, maintains landscape plants, pruning, and trimming of shrubs and trees.

EMERGENCY DECLARATION STATUS:

Essential Employees may be required to work during an undeclared emergency and/or declared emergency. On an incident-by-incident basis, the employee's Division Manager will make the determination as to who will be required to work.

MINIMUM QUALIFICATIONS: Candidates must meet the following minimum qualifications in order to be considered for this position:

KNOWLEDGE, ABILITY AND SKILLS:

Knowledge of tools and equipment used in building and grounds maintenance. Knowledge of landscape plants, shrubs, trees and their care. Knowledge of chemical sprayers and application rates. Ability to operate lawn maintenance equipment, small and large tractors. (Backhoe and graders preferred) Understand and follow verbal and written instructions. Physical strength and agility to perform heavy manual labor. Ability to supervise, direct, plan and schedule various work tasks. Limited skills and various maintenance and grounds keeping tasks. Skill to measure and apply herbicides properly.

EDUCATION AND EXPERIENCE:

Completion of a standard high school or equivalent. Two (2) years experience working in grounds maintenance including two (2) years experience in a supervisory capacity. Must possess a valid current State of Florida CDL Class “B” driver’s license. Must possess a current Aquatic license for herbicide application, Core and Right-of-Way licenses for herbicide application issued by the State of Florida, or must obtain within three (3) months of employment.

ESSENTIAL PHYSICAL SKILLS:

Constant light lifting, light carrying, use of fingers and both hands; pushing; walking; standing; driving and operating lawn tractor, mowers, edgers, weed eaters; very frequent moderate lifting, moderate carrying, use of depth perception; frequent heavy lifting and carrying, reaching above shoulders; use of good near and distant vision, good hearing; kneeling, bending and stooping.

ENVIRONMENTAL CONDITION REQUIREMENTS:

Constant work outside on uneven surfaces, in or with moving objects; very frequently working in heat, high humidity, in or with noisy conditions with fumes or gases, grease or oils, in or with moving vehicles, with vibrations, odors, and works alone. Frequently working in dampness or chilliness, in or with dusty conditions, with lawn maintenance chemicals, on slippery surfaces; with feet or hands in the water.

WORK HAZARDS:

Working around moving lawn maintenance equipment, herbicides, fertilizers, and insecticides.

SAFETY EQUIPMENT USED OR NEEDED:

Rubber boots, rubber gloves, goggles, raingear, hard hat(s), safety glasses and respirator(s).

THIS JOB DESCRIPTION IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS AN ALL INCLUSIVE LIST OF ALL THE RESPONSIBILITIES, SKILLS OR WORKING CONDITIONS ASSOCIATED WITH THE POSITION. WHILE IT IS INTENDED TO ACCURATELY REFLECT THE POSITION ACTIVITIES AND REQUIREMENTS, MANAGEMENT RESERVES THE RIGHT TO MODIFY, ADD OR REMOVE DUTIES AND ASSIGN OTHER DUTIES AS NECESSARY. THIS JOB DESCRIPTION DOES NOT CONSTITUTE A WRITTEN OR IMPLIED CONTRACT OF EMPLOYMENT.

In compliance with Part 382 of the Controlled Substance & Alcohol use and testing section of the DOT Regulations, this employee currently possesses a valid Commercial Drivers License (or has obtained a CDL permit in preparation of securing a CDL license) and is required in the performance of their job to operate vehicles requiring a CDL on a regular, occasional or emergency basis OR will supervise employees in this category:

Yes **No** **N/A** **Human Resources Initials:** _____

If “NO” is marked above, Employee agrees to obtain the required license within _____ days of employment.

I have read the foregoing job description, understand it, and feel that I am capable of performing all of the necessary requirements as stated above.

INFORMATION ONLY

Signature of Employee _____ Date

Reviewed and Approved By:

Human Resources Manager

Date