



## CITY OF LEMON GROVE

Class Title: Maintenance Service Worker  
Department: Recreation Services or Public Works

### **GENERAL PURPOSE**

Under general supervision, performs routine semi-skilled duties within City parks, facilities and public right-of-ways; provides customer support and departmental support.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives direction from a designated supervisor appointed by the Department Director.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Performs routine maintenance and custodial duties in park structures, grounds, and public right-of-ways; cleans facilities and equipment; stocks restrooms, picks up litter, and empties garbage cans; opens and closes facilities.
- Operates a variety of vehicles and equipment needed for park and public right-of-way maintenance such as: pickup trucks, power/hand tools, and other vehicles and equipment that do not require extensive training.
- Assist with check-in of park and facility renters.
- Monitors public areas for safety and sanitary conditions; reports problems;
- Paints facilities; removes graffiti; performs some minor plumbing, mechanical, carpentry and electrical work;
- Installs and repairs sprinkler and irrigation systems;
- Handles asphalt, sand, and fresh concrete;
- Performs other duties as assigned.

### **DESIRED MINIMUM QUALIFICATIONS**

#### Education and Experience

Graduation from high school, GED, or equivalent. Six months of experience in general construction, maintenance work, or the equivalent.

#### Necessary Knowledge, Skills and Abilities

- Working knowledge of equipment, materials and supplies used for labor tasks.
- Working knowledge of equipment and supplies used to do minor repairs.
- Working knowledge of first aid and applicable safety precautions.
- Possess mechanical aptitude; skilled in operation of job-specific tools and equipment.
- Ability to work independently; complete daily activities according to work schedule.
- Ability to lift heavy objects, walk and stand for long periods of time.
- Ability to perform strenuous physical labor under adverse field conditions.
- Ability to communicate orally and in writing.
- Ability to use equipment and tools properly and safely.
- Ability to understand and carry out written and oral instructions.

- Ability to establish and maintain effective working relationships with others.
- Possess a valid state driver's license, or ability to obtain one.

### **TOOLS AND EQUIPMENT USED**

- Pickup truck, lawn and landscaping equipment, including edgers, weed trimmers, shovels, electric motors, pumps, sprinklers, and irrigation systems;
- Miscellaneous hand and power tools for grounds, street and building maintenance, carpentry, painting, plumbing, electrical, and cement finishing work;
- Janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, brooms and dusting equipment; and
- Mobile radio, mobile phone, and alpha-numeric pager.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Regularly required to reach with hands and arms, use hands to fingers, handle, feel or operate objects, tools or controls.
- Frequently required to stand, walk, smell, hear and talk; occasionally required to sit, climb or balance, stoop, kneel, crouch, or crawl.
- Frequently required to lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds.
- Vision abilities require close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Works in outside weather conditions; exposed to wet and/or humid conditions.
- Works near moving mechanical parts/vibrations; works around vehicle traffic.
- Occasionally exposed to fumes or airborne particles, toxic or caustic chemicals.
- Noise level in the work environment is usually loud.

### **GUIDELINES**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The list may not include all required duties, nor does everyone in this class necessarily perform all listed tasks.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approved by Lemon Grove City Council: February 3, 2009