

TOWN OF BELLEAIR

TITLE: STREET AND STORMWATER MAINTENANCE II

**DEPARTMENT: STREETS AND
SIDEWALKS**

CLASSIFICATION: NON-EXEMPT

**REPORTS TO: FOREMAN – STREETS AND
SIDEWALKS**

GENERAL PURPOSE:

General physical work involved in a variety of skilled and semi-skilled streets maintenance and repair activities including, but not limited to, cleaning storm drains, patching streets, installing traffic signs, painting curbs, spreading sand and gravel, disposing of rubbish and other similar functions on the town's 22 miles of streets, their related rights-of-way and storm drainage systems. Work is performed with some latitude within established standards and practices.

ESSENTIAL JOB FUNCTIONS:

1. Inspects and/or repairs streets and drainage systems at frequent intervals to insure that all aspects of the systems are functioning properly.
2. Performs routine inspection and preventative maintenance on assigned equipment, as well as cleans the equipment and refers defects or needed repairs to the Public Works Director.
3. Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment, gravel and sand.
4. Maintains a variety of records relating to inspections and maintenance activity.
5. May coordinate activities of a crew involved in streets repair activities.
6. May monitor the work of crew members to ensure effective and efficient performance.
7. Keeps streets throughout the town free of debris by picking up litter, tree limbs, palm fronds and other accumulated materials, loading in pick-up truck and disposing of in a garbage packer.
8. Installs new or replaces old traffic signs and other informational and/or directional signs.
9. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.
10. Maintains, repairs and/or replaces concrete sidewalks, curbs, gutters, storm drain boxes and lids; builds and/or installs form work for pouring concrete; mixes and pours concrete.
11. Performs all duties in conformance with established and appropriate safety and security standards.
12. Demonstrates thorough knowledge of and adheres to all established department, division and town policies and procedures.
13. Strives to maintain an effective working relationship with fellow employees and management, as necessitated by the nature of the work.
14. Responds to any inquiries by the general public in a courteous, helpful and tactful manner.
15. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
16. Services assigned equipment and makes minor repairs in the field as necessary to maximize the use of same.
17. May be required to work in other divisions on an as-needed basis.
18. Performs other job related duties as necessary and consistent with the position.

EDUCATION AND EXPERIENCE:

1. High School diploma or equivalent.
2. Three years' experience in operating construction equipment and maintaining streets or other related experience.
3. An equivalent combination of education, training and experience may be substituted for the above requirements.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

1. Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities involved in storm water systems, streets, sidewalks, curbs and rights-of-way systems.
2. Skill in operation of some of the listed tools and equipment.
3. Ability to perform heavy manual tasks for extended periods of time.
4. Ability to work safely.
5. Ability to communicate effectively, verbally and in writing.
6. Ability to establish and maintain effective working relationships with employees, other departments and the public.
7. Ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS

1. Valid State of Florida Class "B" Commercial driver's license.
2. FSA Level 1 Stormwater Operator Certification, or
3. DOT Qualified Stormwater Management Inspector Certification, or
4. The ability to obtain certifications within one year of employment. Town will pay for the cost of training.

The statements noted above are intended to describe the general nature and level of work being performed and are not to be construed as a comprehensive list of responsibilities, duties and skills required. These statements are subject to change at the discretion of the employer.

Department: Public Works

Job Title: Stormwater Maintenance II

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Hours per day: 8 Days per week: 5 Indoor: X Outdoor: X

Physical Requirements: Sedentary Light Medium Heavy

Physical Requirement	Rarely (0 - 11%)	Occasionally (12 - 33%)	Frequently (34 - 66%)	Regularly (67 - 100%)
Bending, stooping, kneeling				X
Climbing, reaching		X		
Sitting		X		
Standing, walking				X
Seeing				X
Hearing				X
Talking				X
Grasping			X	
Lifting, pushing, pulling (specify the # of pounds required for each frequency)			X (up to 50 lbs)	
Repetitive Hand and Arm Manipulations			X	
Driving (specify, car, truck or heavy equipment)				X (truck)
Use of a respirator	X			
Working in adverse weather conditions (heat, cold, rain)				X
Working with hazardous materials	X			

Commercial Driver's License required? No Yes Type: Class B CDL

Equipment, machines, tools and other work aids utilized by this position: Knowledge of operation and use of motorized vehicles and equipment, including dump truck, pickup truck, utility truck, street roller, backhoe, manlift, tamper, plate compactor, saw, pump, compressor, generator, trencher, sander, common hand and power tools, shovel, wrench, detection device, mobile radio, telephone, ditch witch, power pruner, bush hog and bobcat.

The physical demands and work environment 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 the essential functions.