

# CITY OF LONGWOOD

Posting # 10-11



## Job Posting

Post: [ ] Internal Only [XX] Internal & External

Apply: Longwood City Hall

175 W. Warren Avenue

Longwood, FL 32750

407-260-3481

Website: [www.longwoodfl.org](http://www.longwoodfl.org)

## Public Works Maintenance Specialist I

STARTING SALARY:	\$11.5385 hourly / \$24,000 annually
BARGAINING UNIT:	International Union of Operating Engineers (IUOE)
POSITION STATUS:	Non-Exempt
LICENSE:	Must possess and be able to maintain valid class "C" Florida Driver's License.
EDUCATION:	Any combination of education and experience equivalent to graduation from high school.
SPECIAL CERTIFICATION:	None
TESTING:	None
EXPERIENCE REQUIRED:	Considerable maintenance and/or construction experience.
CLOSING DATE:	Position is open until filled.

**POSITION SUMMARY:** Performs intermediate semi-skilled and skilled work in a variety of installation, maintenance and repair projects; occasionally operates specialized equipment in connection with manual tasks, does related work as required.

*Notice: Preference shall be given to eligible current city employees. All vacancies are open until filled unless otherwise specified. The City of Longwood is an Equal Opportunity Employer. Women, minorities, veterans, and disabled persons are encouraged to apply. Please contact the Human Resources Department if you have any questions. Drug and Smoke-Free Workplace.*

Distribution Date: March 1, 2010

# CITY OF LONGWOOD



## CLASSIFICATION SPECIFICATION

### CLASSIFICATION TITLE: Public Works Maintenance Specialist I

#### PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform intermediate unskilled and semiskilled work in a variety of installation, maintenance and repair projects; occasionally operates non-specialized equipment in connection with manual tasks; does related work as required. Work is performed under regular supervision.

#### ESSENTIAL FUNCTIONS

**The following duties are normal for this position:**

Assisting with installation, maintenance and repair projects; operating non-specialized equipment.  
Cuts hedges and grass, trims trees, weeds flower beds, feeds plants; rakes; plants shrubs; picks up trash and litter.  
Performs custodial and housekeeping tasks; mows grass; edges sidewalks.  
Paints buildings, structures and equipment; replaces light bulbs.  
Lays pipe, builds or repairs sidewalks; repairs roofs; builds driveways.  
Performs minor carpentry work; builds partition walls.  
Cleans and builds catch basins; pours asphalt; patches pot holes.  
Repairs utility line leaks; installs and maintains utility lines and mains; makes taps.  
Changes meters; repairs and tests meters; reads meters.  
Installs, maintains and repairs irrigation systems.  
Repairs and maintains lift stations; reads life station meters; replaces floats and pumps.  
Pressure cleans inside of water tanks; maintains water storage tanks.  
Cleans sewers; removes trees; repairs irrigation systems.  
Repairs and replaces broken pipe, cleans drainage ditches.  
Helps build and repair streets; performs minor masonry work.  
Operates dump truck, riding mower and a variety of hand tools associates with job duties.  
Performs related tasks as required.

#### MINIMUM QUALIFICATIONS

General knowledge of the safe use, operation and preventive maintenance of the equipment to which assigned; skill in the use of hand tools and equipment to which assigned; ability to understand and follow specific oral instructions; ability to perform manual labor for extended periods, often under unfavorable weather conditions, ability to establish and maintain effective working relationship with associates.

#### ADA COMPLIANCE

**Physical Ability:** This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects, work requires climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, and felling. Also assembly or fabrication of parts at or within arms length, operation of machines, operating motor vehicles or equipment, and observing general surroundings and activities.

**Sensory Requirements:** Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for use of measuring devices,

**Environmental Factors:** The worker is subject to inside and outside environmental conditions, extreme heat, noise, vibration, hazards and atmospheric conditions.

*The City of Longwood is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*