



CITY OF DAWSONVILLE

UTILITIES MAINTENANCE WORKER

UT/6
Non-Exempt
505 Enterprise

JOB SUMMARY

This position is responsible for performing general labor and routine maintenance in the utilities department and related work as instructed under general supervision.

MAJOR DUTIES

- Performs minor maintenance and general labor in all types of outdoor weather using a variety of tools and equipment.
- Assist in meter reading.
- Maintain and clean garbage cans.
- Provide customers with a clean garbage can for each new service set up.
- Pick up garbage can from customers that terminated service.
- Employee subject to recall to duty in case of emergency.
- Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the equipment, tools and materials used in equipment repair.
- Ability to work a changing shift schedule.
- Ability to understand and follow oral and written instructions.
- Ability to communicate effectively; and remain calm in stressful situations.

SUPERVISORY CONTROLS

The Utilities Operations Manager assigns work in terms of general instructions. Review of work through performance evaluations, reports, and observation of department activities. Completed work spot-checked for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include the City's personnel policy, safe work practices, and equipment operating instructions. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of, but is not limited to, the major job duties and related maintenance responsibilities. The need for attentiveness contributes to the complexity of the position.
- The purpose of this position is to provide support and maintain grounds work for city beautification and enhancement. Success in this position contributes to the attentiveness and efficiency of those operations.

CONTACTS

- Contacts are typically with co-workers, other city personnel, vendors, and the general public.
- Contacts are typically to give or exchange information, to resolve problems, or to provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- Regularly lift and/or move 50 pounds.
- Work in high noise environments.
- Climb ladders and work in elevations of 50 feet.
- Work under adverse weather conditions.
- Ability to communicate effectively; and remain calm in stressful situations.
- Ability to work in areas where chemicals are used in process.
- Ability to work near moving mechanical parts.
- Materials and equipment used:

Weed Eater/Edger			
Pickup Truck	Lug Wrench	Various Hand Tools	Gauges
Pull Rod	Two Way Radio	Power Tools	Excavator
Loaders	Testing Meters	Mowing Machines	Tractor
Weed Eater/Edger	Pressure Washer	Leaf Blower	Computer

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- High School Diploma or GED.
- Three years' experience in related field.
- Any equivalent combination of education and experience which provides the minimum level of qualifications stated above.

LICENSES AND CERTIFICATIONS

- Valid Driver's License and a satisfactory Motor Vehicle Record (MVR)
- Due to the safety-sensitive nature of this position, incumbents will be subject to random drug testing.

SALARY RANGE

Based on level of qualifications and experience.