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Street & Stormwater Maintenance Worker II

Employer

City of Arkansas City
118 W Central Ave
PO Box 778
Arkansas City, KS 67005
620-441-4405

Job Description

Department:	Public Services	Pay Range:	PS9
Division:	Street Stormwater Division	Location:	Central Shop
FLSA:	Hourly, Non-Exempt		
Work Shift:	Generally, M-F/Day Shift/some Sat./more possible		
Work Status:	Full-Time		
PCP Level:	4 – Heavy Work		
KPERS:	KPERS Covered Position		
Residency:	None		
Response Time:	30 Minutes		
Cell Allowance:	No		

GENERAL OVERVIEW OF POSITION AND RESPONSIBILITIES

Performs a variety of maintenance work and operates a variety of equipment in the construction, operation, repair, maintenance and replacement of City streets and stormwater drainage.



SUPERVISION RECEIVED

Works under the general guidance and direction of the Street & Stormwater Supervisor.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Essential functions of the job may include but are not limited to the following:

- Safely operate a variety of power construction and maintenance equipment.
- Safely and effectively operate motor vehicles.
- Insure the proper maintenance of equipment and tools by cleaning and checking after each use.
- Perform routine inspection and preventive maintenance on assigned equipment and refer defects or repairs to the supervisor.
- Inspect and/or repair streets and drainage systems at frequent intervals to insure that all aspects of the systems are functioning properly.
- Regulate traffic in hazardous conditions in order to assure safety conditions for personnel and the general public.
- Perform required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, chip and seal activities, main and pipe repair, laying and backfilling.
- Cut, fit, lay, repair and clean street and stormwater drainages.
- Collect solid waste at residences as well as City and public facilities.
- Carry refuse both in containers and bundles.
- Operate truck compactor and cart lift systems.
- Perform other manual labor and maintenance duties as assigned.
- Perform scheduled in-house maintenance, janitorial duties, mowing, etc.
- Perform all duties in conformance to appropriate safety and security standards.

NON-ESSENTIAL FUNCTIONS

- Attendance at training, workshops and seminars.
- Serves on various employee or other committees as assigned.
- Perform other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to obtain skill in operation of all listed tools and equipment.
- Ability to work safely.
- Ability to communicate effectively both verbally and in writing.
- Ability to establish and maintain effective working relationships with employees, other departments/divisions and the public; understand and carry out written and oral instructions.



COMMITMENT TO MISSION AND ORGANIZATIONAL VALUES

It is each employee's commitment to uphold these core values while representing the City of Arkansas City in carrying out municipal duties as public servants. These values should form the basis for interactions with the general public, with other agencies and with each other.

Mission

The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.

Statement of Organizational Values

We value **Professional Ethics**, which includes:

- Honesty
- Compassion
- Fairness
- Confidentiality
- Reliability
- Stewardship of resources
- Respectfulness
- Non-discriminatory behavior
- Professionalism & personal courtesy

We value **Commitment to Citizens through Customer Service**, which includes:

- Courteous interaction with the public
- Pride & ownership
- Programs that address citizen needs
- A sense of urgency and responsiveness
- A service-oriented approach to patrons
- Listening as well as hearing

We value **Commitment to Excellence**, which includes:

- An ability to see the big picture
- A sense of pride
- A commitment to employee knowledge
- Employee professionalism
- Accountability
- Teamwork
- Protection of health, safety & public welfare
- A willingness to embrace change
- A commitment to organizational goals
- Clear communication

EDUCATION AND EXPERIENCE

- Must possess the ability to safely and effectively operate various types of equipment including, but not limited to, front end loader, street sweeper, crack sealing machine, slur machine, flusher truck, asphalt roller, dump trucks, tractors, skid-steer loader, lawn mowers, weed trimmers, chainsaws and other similar types of tools and equipment.
- High school diploma or acceptable equivalent.
- A minimum of one year as a Street & Stormwater Maintenance Worker I or one year of similar work experience and/or a combination thereof required being determined at the discretion of the City Manager.

CERTIFICATION(S) AND LICENSE(S)

- Must possess a minimum of a valid Class B Commercial Driver's License (CDL), with air brake and tanker endorsements. Must have a safe driving record as determined by the employer.

PRE- EMPLOYMENT TESTING

Components of the following pre-employment testing may be conducted and must be successfully completed by the employee:

- Criminal history background checks.
- Physical Capacity Profile – Level 4.
- Drug screen.
- Alcohol testing.

WORK ENVIRONMENT AND CONDITIONS

The work environment and conditions described here are encountered in performing the essential functions of this position. While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually loud.

ESSENTIAL PHYSICAL FUNCTIONS

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.

Must meet Level 4 in Department of Labor's Dictionary of Titles – Heavy Work exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly. Involves walking, sitting, standing, climbing, stooping, crawling, kneeling, and stretching as required.

LIFTING

Maximum Force	None	Limited (0-1 hour)	Occasional (1-3 hours)	Frequent (3-6 hours)	Constant (6-8 hours)	Objects
01-10lbs. (Sedentary)					x	
11-20lbs. (Light)					x	
21-50lbs. (Medium)				x		
51-100lbs. (Heavy)			x			
100 + lbs. (Very Heavy)	x					

CARRYING

Maximum Force	None	Limited (0-1 hour)	Occasional (1-3 hours)	Frequent (3-6 hours)	Constant (6-8 hours)	Maximum Distance Carried
01-10lbs. (Sedentary)					x	
11-20lbs. (Light)					x	
21-50lbs. (Medium)				x		
51-100lbs. (Heavy)			x			
100 + lbs. (Very Heavy)	x					

PUSHING/PULLING

Maximum Force	None	Limited (0-1 hour)	Occasional (1-3 hours)	Frequent (3-6 hours)	Constant (6-8 hours)	Maximum Distance Moved
01-10lbs. (Sedentary)					x	
11-20lbs. (Light)					x	
21-50lbs. (Medium)				x		
51-100lbs. (Heavy)			x			
100 + lbs. (Very Heavy)	x					

REACHING

	None	Limited (0-1 hour)	Occasional (1-3 hours)	Frequent (3-6 hours)	Constant (6-8 hours)	Comments
Total Reaching				x		
Below waist				x		
Waist to Shoulder				x		
Overhead			x			

OTHER PHYSICAL DEMANDS

	None	Limited (0-1 hour)	Occasional (1-3 hours)	Frequent (3-6 hours)	Constant (6-8 hours)	Comments
Sitting			x			
Standing				x		
Walking				x		
Climbing/Balancing (stairs, ladders, other)			x			
Operating Foot Controls				x		
Rotation of head/neck					x	
Flexion (head bend down & head bend back)				x		
Bending at the waist				x		
Twisting at the waist				x		
Kneeling				x		
Crouching (squatting)				x		
Crawling			x			
Lying down (back, side, front)			x			
Handling/grasping				x		
Forceful Gripping			x			
Fine Finger Manipulation			x			
Keyboarding/Mouse		x				

Repetitive motion (multiple manipulation of same muscle group)			x			
High Impact vibratory tools (bucking/riveting)				x		
Low Impact vibratory tools (drilling/sanding)				x		

SEEING

Near Acuity: Required	Far Acuity: Required	Depth Perception: Required	Field of Vision: Required
Color Discrimination: Required	Note Colors: Full Spectrum		

HEARING/TALKING

Co-workers and public (in person and telephone).

MACHINES, TOOLS, EQUIPMENT, PARTS USED

Motorized vehicles and equipment including, but not limited to, front end loader, street sweeper, crack sealing machine, slur machine, flusher truck, asphalt roller, packer truck, recycling collection truck, utility truck, dump trucks, pickup trucks, utility vehicles, hydraulic lifts, common hand and power tools, pitch fork, wrenches, mobile or portable radios. Tractors, mowers, chain saws, weed trimmers, electric motors, pumps, miscellaneous hand and power tools for maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; systems, pumps, valves, filtration devices, gauges, etc.

ENVIRONMENTAL/ATMOSPHERIC CONDITIONS

20% Inside	80% Outside	Temperature Extremes: All temperature extremes when outside			
Noise Level:	Low:	Moderate: x	High: x (occasionally)		
Vibration: Present					
Dust: Present	Odors: Present	Fumes: Present	Vapors: Present	Mists: Present	Gases: Present
Chemicals: Present		Note Types: Possible exposure to commercially available solvents, herbicides, pesticides and other chemicals used in commercial and residential construction and maintenance.			
Blood Borne Pathogens Present: May be present					

COGNITIVE & BEHAVIORAL CAPACITIES

Present		Comments:
Yes	No	Where appropriate: frequency or % of job

COMPREHENSION, REMEMBER & PLAN			
Articulate and comprehend information in conversation.	x		Frequent basis
Read, comprehend, and use written materials.	x		Frequent basis
Use technology/instruments/tools & information systems.	x		Frequent basis
Remember spoken instructions.	x		Frequent basis
Remember written instructions.	x		Frequent basis
Remember visual instructions.	x		Frequent basis
Remember simple instructions.	x		Frequent basis
Remember detailed instructions.	x		Frequent basis
Perform repetitive or short-cycle work.	x		Frequent basis
Work under specific instructions.	x		Frequent basis
Completed complex tasks.	x		Frequent basis
ATTENTION & CONCENTRATION			
Fine detail: Regularly deals with data or things requiring attention to minute detail.	x		Frequent basis
Interruptions: Requires quickly resumed attention after multiple interruptions, or ability to easily shift between tasks.	x		Frequent basis
Sustained Attention: Requires unbroken lengthy attention to same/similar tasks.	x		Frequent basis
Multitasking: Job requires ability to attend to more than one activity simultaneously such as typing while answering phones.	x		Frequent basis
Visual or aural distractions: busy, noisy environment making focusing difficult.	x		Frequent basis
EXECUTIVE FUNCTION			
Decision making: Makes critical decisions potentially affecting costs to company or public safety.(\$ or lives)	x		
Planning: Responsible for laying-out and planning sequence of work activity.	x		
Simple, repetitive, short-cycle tasks: Must frequently deal with boredom.		x	
INFORMATION PROCESSING			
Processes highly technical information: reads, understands and uses complex or highly technical information or computation (calculus, etc.)		x	
	Present		Comments:
	Yes	No	Where appropriate: frequency or % of job
Integrating Information: Obtains information (reads, hears) from multiple sources, then must be able to synthesize, integrate, and then utilize the information.		x	
High productivity or highly speeded work Meets expectation for high level of output with little "down-time" between tasks.	x		Limited basis

High level visual-spatial reasoning: Processes information in graphic form. Perceives 3 dimensional objects from 2 dimensional representations (drawings plans, etc.).		x	
PSYCHOSOCIAL FACTORS			
Works alone: must work independently, with little oversight or supervision and/or contact with others	x		Frequent basis
Works in close proximity to others: works in same physical area as others but interaction is either limited or not required.	x		Frequent basis
Frequent &/or extensive interaction with others, such as customers, public or peers (e.g. cashier, receptionist).	x		Frequent basis
Deals with people under adverse circumstances: deal with people who are angry or confrontational, critiques work of others, gives "bad news" etc.	x		Frequent basis
Deals with people under pressure of time or numbers (Customers with construction or code problems)	x		Limited basis
Teamwork: Works as integral part of team, must cooperate with others, divide tasks, integrate output, and put team goals, ideas or plans before ones' own.	x		Frequent basis
ATTENDANCE			
Maintain predictable and reliable attendance.	x		Frequent basis
Be punctual.	x		Frequent basis
Take rest periods at set times or only times determined by breaks in job responsibilities.	x		Only as conditions and circumstances allow.
Adjust to a flexible schedule of work days or shifts.	x		Limited basis

GENERAL COMMENTS

This job description is intended to identify and illustrate the kinds of duties that may be assigned. It should not be interpreted as describing all of the duties that may ever be required or be used to limit the nature and extent of assignments given. 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.

APPLICATION INSTRUCTIONS

Apply Online: <https://www.arkcity.org/>

Questions? Contact the Water Department @ 620-441-4484