

Streets Maintenance Worker (Full-Time/Benefitted)

Classification Summary: The Street Maintenance Worker performs a variety of semi-skilled duties in the operations, maintenance, and repair of the City streets. This is an entry-level position and works directly under the supervision of the Field Supervisor with direction from a lead worker to ensure compliance with City street standards. The position requires obtaining a flagger, CPR, and First Aid certifications within six months of hire. Some street-related construction and/or maintenance experience is preferred. This position must maintain flexible work hours and is on-call nights, weekends, and holidays to perform snow removal work and respond to emergency situations. The position works in an outdoor environment with exposure to adverse weather conditions, traffic, and open trenches and hazards involving the use of power tools, light and heavy construction equipment, hazardous chemicals, and asphalt fumes.

Wages and Benefits: Starting hourly wage \$17.26, eligible for a five percent increase after 12 months of service with standard or above evaluations. The position is supplemented by a generous benefit package ([summary of benefits](#)) and Membership in Public Employee Retirement System of Idaho (State Retirement) is required.

Acceptable Experience and Training

- High school diploma or GED;
- Flagger certification, CPR and First Aid certification required within six months of hire;
- Some street-related construction and/or maintenance experience is preferred; or
- An equivalent combination of education and experience that provides the required skills, knowledge and abilities to successfully perform the essential functions of the position may be considered.

CLASSIFICATION REQUIREMENTS:

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty satisfactorily and be successful in the position.

Knowledge of:

- Basic methods, materials, tools, and standard practices of street and right-of-way maintenance, including flagging, pipe layout and grading, ditch and culvert placements;
- Basic methods, materials, procedures, and standard practices of street repair, including concrete and asphalt repair, removal, and replacement;
- Basic methods, materials, procedures, and standard practices of control of snow and ice and de-icing;
- Basic operation and maintenance of hand and power tools;
- Basic operation and maintenance of light equipment;
- Federal (OSHA) and state regulations and City policies regarding safe work practices;
- Basic knowledge of street maintenance operation codes, policies, procedures, and standards;
- Safety practices and procedures for working around power tools and light and heavy construction equipment;
- Operation of personal computer and laptop and related software applications;
- Public sector, government, or related environment and operations, including general municipal management terminology, codes, acts, and regulations.

Skill and Ability to:

- Learn the operation of all equipment in the Street Department inventory including, but not limited to, dump truck, sweeper, grader, backhoe, water truck, and all other light and heavy equipment;
- Learn to perform all aspects of asphalt paving and patching operations;
- Learn to perform all aspects of concrete paving and repair;
- Learn to perform all aspects of snow removal, sanding, plowing, and de-icing;

- Operate and maintain hand and power tools;
- Operate a motor vehicle;
- Learn and apply federal (OSHA) regulations and City policies and procedures regarding safe work practices;
- Assist the public in a professional and courteous manner in stressful and emotional situations;
- Proficiently operate computers, software programs, such as Microsoft Word, Excel, PowerPoint, or similar office software to create documents and other materials, maintain information, and generate reports;
- Use English and speak clearly for understanding;
- Listen carefully to, understand, and effectively communicate through verbal, written, and electronic communication channels;
- Perform duties to supervisor's expectations;
- Follow verbal and written instructions;
- Work independently and exercise initiative, with general guidance and supervision;
- Maintain a professional demeanor at all times;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Demonstrate integrity and ingenuity in the performance of assigned tasks and solving problems;
- Perform all duties in accordance with City policies and procedures with regard for personal safety and that of other employees and the public.

Essential Duties and Responsibilities *(illustrative only and may vary by assignment)*

- Performs a variety of semi-skilled duties in the operation, maintenance, and repair of City streets, sidewalks, and rights-of-way to ensure public safety and the safe and efficient movement of traffic;
- Assists in performing asphalt paving and patching operations;
- Transports and deposits construction material;
- Assists in providing safe, unrestricted roads and rights-of-way including, but not limited to, sweeping, grading, and tree trimming and removal;
- Provides operational support to other City departments;
- Provides traffic control devices to support parades, construction work zones, and support fire and police activities;
- Assists in the maintenance and construction of storm water and retention basins;
- Assists in the construction and reconstruction of curbs and sidewalks and assists in the maintenance of bridges and guard rails;
- Uses and maintains a variety of hand and power tools;
- Uses and maintains a variety of light and heavy equipment;
- Participates in work zone safety procedures including flagging and setting up warning signs, as required by state and federal regulations;
- Maintains buildings and grounds;
- Responds to management's, supervisor's, co-workers' and citizens' questions and comments in a courteous, thorough and timely manner;
- Performs time management and scheduling functions, meets deadlines, and sets project priorities;
- Maintains strict confidentiality of all matters;
- Assists other department and City employees as needed or requested;
- Performs all work duties and activities in accordance with City policies, procedures, and safety practices.

Secondary Duties and Responsibilities:

- On call to respond to emergency situations;
- May serve on a variety of committees;
- Performs other duties as assigned.

Physical Demands & Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this classification, the employee is frequently required to stand, walk, sit, stoop, kneel, bend, climb and work on a ladder, use hands to manipulate and make adjustments to tools used in performing the essential functions of the classification, and reach with hands and arms. The employee may work in confined spaces. The employee must frequently lift and/or move up to 50 pounds and, infrequently, up to 90 pounds. Specific vision abilities required by this classification include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Sufficient clarity of speech and hearing abilities required by this classification includes those which permit the employee to discern verbal instructions and communicate effectively in person and by telephone and to discern safety warnings such as alarms and emergency warning sounds, including vehicle backup warnings. While performing the duties of this classification, the employee works in an outdoor public street setting where the noise level in the work environment is usually moderate but may be higher with the operation of heavy equipment. It includes exposure to power and construction equipment, street traffic, and inclement weather.

Application Procedure: Applicants meeting the qualification requirements are invited to submit a completed City of Coeur d'Alene Employment Application and Resume to the Human Resources Office, City Hall, 710 Mullan, Coeur d'Alene, ID 83814. Application deadline is **Friday, October 26, 2018 at 5:00p.m.** Applications will be screened, and those applicants with the most appropriate qualifications will be invited for further testing. If you would like to request a reasonable accommodation for the recruitment process due to a disability, please provide a written request and submit with your City of Coeur d'Alene application.

The City of Coeur d'Alene is committed to providing equal employment opportunity for all persons without regard to race, color, religion, gender, age, national origin, sexual orientation, gender identity, disability, veteran status, or any other applicable legally protected status.