

CITY OF MARGATE, FLORIDA JOB DESCRIPTION

JOB TITLE: ASPHALT SPECIALIST (Job Code 40).

GENERAL STATEMENT OF JOB

Under the close supervision of a departmental supervisor performs unskilled and limited semi-skilled manual labor in the cleaning and maintenance of water and sewer system. Employees in this class generally work for the city in an entry level capacity. Position utilizes a variety of hand tools, and equipment in performance of tasks, and may work in adverse environmental conditions depending on division of placement. Work is subject to inspection while in progress and upon completion.

ESSENTIAL FUNCTIONS

The following duties and functions, as outlined herein, are intended to be representative of the type of tasks performed within this position. They are not listed in any order of importance. The omission of specific statements of the duties or functions does not exclude them from the position if the work is similar, related, or a logical assignment for this description. Other duties may be required and assigned.

Utilizes various manual, gas, and electrical tools and equipment in the performance of assigned tasks, checking fluid levels regularly and maintaining such for safe and productive use.

Clears and repairs fencing, and performs minor maintenance and repair on city property as directed.

Cleans debris and refuse from city property regularly and in response to emergency clean up orders.

Assists skilled personnel in construction projects and cleanup as directed.

Repairs water and wastewater lines; responds to wastewater backups; water breaks, hydrant flushing and do site restorations on construction areas.

Prepares roadway substructure to make necessary asphalt repairs.

Repairs asphalt roadway where water/wastewater work or repairs were performed.

Operates heavy equipment used in the preparation

Performs related work as required.

MINIMUM TRAINING AND EXPERIENCE

High school diploma or equivalent; supplemented by some work experience that provides some knowledge various types manual labor; or an equivalent combination of education, training, and experience. Must possess and maintain a valid class "B" CDL driver's license.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Tasks involve walking, standing, bending, stooping; some lifting and carrying objects of moderate to heavy weight (20-50 pounds), and occasionally very heavy (100+ pounds) items.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, or composite characteristics (whether similar to or divergent from obvious standards) of data, people, or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes giving and receiving instructions, assignments and/or directions.

Language Ability: Requires the ability to read basic English.

Intelligence: Requires the ability to apply common sense understanding to performing semi-repetitive tasks and principles of rational systems.

Verbal Aptitude: Must communicate in basic English.

Numerical Aptitude: Requires the ability to add, subtract, multiply and divide.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape, and visually read various information.

Motor Coordination: Requires the ability to coordinate hands and eyes accurately for manipulating small items.

Manual Dexterity: Requires the ability to operate various electrical and gas operated equipment. Must have excellent levels of eye/hand/foot coordination for operating and driving machinery.

Color Discrimination Requires the ability to differentiate between colors or shades of color.

Interpersonal Temperament: Requires the ability to deal effectively with people in both the giving and receiving of instructions.

Physical Communication: Requires the ability to talk and/or hear; (talking: expressing or exchanging information by means of spoken words; hearing: perceiving nature of sounds by ear).

Environmental Requirements: Tasks require frequent exposure to adverse environmental conditions.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of potential hazards of the materials and equipment used in building and ground maintenance.

Knowledge of occupational safety rules and practices.

Skilled in the use of tools and maintenance equipment.

Ability to perform heavy manual tasks.

Ability to follow oral and simple written directions

Ability to establish and maintain effective working relationships with fellow employees and the public.

EQUAL OPPORTUNITY EMPLOYER

The City of Margate, Florida, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S.C. 12101 et. seq.), the City of Margate will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job.

I have read and acknowledge receipt of this Job description.

Employee Name and Signature

Date