

## **CITY OF MARGATE, FLORIDA JOB DESCRIPTION**

### **JOB TITLE: SERVICE WORKER I P/T (Job Code 519).**

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#### **GENERAL STATEMENT OF JOB**

Under the close supervision of a departmental supervisor performs unskilled and limited semi-skilled manual labor. 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. DEES

Maintains grounds, parks and medians. Parks and Recreation.

Maintains buildings and roads. Public works

Performs related work as required.

#### **MINIMUM TRAINING AND EXPERIENCE**

Some work experience that provides some knowledge of various types of manual labor, or an equivalent combination of education, training, and experience. Must maintain a valid Driver License as a condition of continued employment.

#### **MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

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. Requires the ability to convey a sense of authority through spoken language.

Language Ability: Requires the ability to read standard English.

Intelligence: Requires the ability to apply common sense understanding to perform semi-repetitive tasks. Requires the ability to apply principles of influence.

Verbal Aptitude: Must communicate efficiently and effectively in Standard English. Must speak with poise, confidence, and voice control.

Numerical Aptitude: Requires the ability to add, subtract, multiply and divide; calculate decimals and percentages.

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.

Manual Dexterity: Requires the ability to lift heavy items. Must have high levels of eye/hand/foot coordination for performing aquatic activities.

Color Discrimination: May require the ability to differentiate between colors or shades of color

Interpersonal Temperament: Requires the ability to deal with people from a variety of departments in both giving and receiving 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 are regularly performed with 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.

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.

Skilled in the use of tools and maintenance equipment.

## **ADDITIONAL INFORMATION**

The schedule is varied and consists of day and evening hours, including weekends. A valid class "B" commercial learners permit MUST be submitted with the application. This is a part-time position that cannot exceed a maximum of 25 hours weekly.

## **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.

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Employee Name and Signature

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Date