



## Village of Lockland

### Job Description

**Job Title:** Maintenance Worker I

**Department:** Public Works

**Reports To:** Public Works Director

**Salary:** \$19.76 per hour-new hire, \$21.04 year 2, \$22.51 year 4, \$24.08 year 8

**Hours:** Full time

**Summary:** Maintains and repairs property of municipality by performing the following duties.

**Essential Duties and Responsibilities:** Receives written work orders or verbal instructions from supervisor; replaces worn or damaged parts such as hoses, wiring, and belts in machines and equipment such as trucks, mowers, and the street sweeper; cuts grass and trims weeds on Village property and parks; cleans buildings, washes windows, and empties trash cans.

Paints interior and exterior walls and trim; operates backhoe to dig trenches for water and sewer pipes; drives trucks and loads fallen tree limbs and roadside trash onto trucks; repairs streets and sidewalks with asphalt, cold patching materials, and concrete, removes and replaces damaged traffic signs.

Maintains and repairs municipal buildings' plumbing and electrical systems, including replacing worn or defective parts such as switches and fuses; repairs or replaces building brick, stone and concrete; maintains and repairs wood parts of buildings; digs flower beds and plants flowers; constructs decorative flower garden from wood.

**Qualifications:** To perform this job successfully, an individual must be able to perform essential duties, satisfactorily. The requirements listed above are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education, Skills and Experience:** High School diploma or equivalent or one to three months related experience and/or training or equivalent combination of education and experience.

Ability to read and comprehend simple instructions, short correspondence and memos; write simple correspondence; effectively present information in one-to-one or small group situations to customers, clients, and other employees of the organization.

Ability to apply common sense and understanding to carry out instructions furnished in written or diagram form; deal with problems involving several concrete variables in standardized situations.

**Certificates, Licenses and Registrations:** Valid Ohio driver's license, valid Ohio commercial driver's license.

**Physical Demands:** The physical demands described here are of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. While performing the duties of this job, the employee is regularly required to stand, walk, sit, and use hands and fingers to feel; reach with hands and arms, and talk or hear. The employee frequently is required to stand, walk, climb or balance; stoop, kneel, crouch, or crawl, and smell. The employee must occasionally lift and move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

**Work Environment:** The work environment characteristics described here are representative of those of an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions and moving mechanical parts. The employee is frequently exposed to high, precarious places and fumes or airborne particles. The employee is occasionally exposed to toxic or caustic chemicals, outside weather conditions, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate.