

**CITY OF COCONUT CREEK
JOB DESCRIPTION**

JOB TITLE: Utility Services Worker III (Transportation & Stormwater)
DEPARTMENT: Utilities & Engineering
FLSA STATUS: Non-exempt

GENERAL PURPOSE:

Performs senior-level technical and semi-skilled work in one or a combination of any of the following fields: installation, maintenance and repair of stormwater collection and conveyance systems, or repair and maintenance of streets and highways including, but not limited to asphalt work, concrete work, excavation and backfilling, traffic control, installation and maintenance of curb, gutter, and sidewalks, or maintenance of canals and waterways. Work is performed under limited supervision with moderate latitude. Position relies on experience and exercises independent judgment to determine the best approach by using and interpreting policies and procedures.

EXAMPLES OF ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the classification. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Ensures all equipment, supplies, materials, and tools are ready for related job tasks
- Operates a variety of equipment such as dump trucks, backhoes, skid steers, vacuum trucks, rollers, and mini excavators
- Performs complex maintenance and repair on the stormwater system
- Provides input on job tasks monthly reports
- Provides Maintenance of Traffic (M.O.T.) devices such as arrow boards, cones, and barricades as needed for job tasks
- Provides support to other departments and agencies
- Repairs streets, sidewalk, curbing, traffic control devices, and signage of roadways
- Assists with the training of other service workers as necessary
- Performs other duties as assigned and/or required

MINIMUM QUALIFICATIONS:

High school diploma or GED; supplemented by a minimum of three (3) years' experience in the installation, maintenance, and repair of stormwater systems or streets and highways; an equivalent combination of education, certification, training, and/or experience may be considered.

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Must have a valid Florida Commercial Driver License (CDL), Class B or higher; Stormwater Management Class "C" license and Shoring and Trenching certification from the Florida Water and Pollution Control Operators Association (FWPCOA); Department of Environmental Protection (DEP) Class III License; ASSE Backflow certification; Confined Space certification. Maintenance of Traffic (MOT) certification; first-aid and CPR, and a forklift operator's license.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of occupational hazards and ability to implement necessary safety precautions
- Skill in the use of standard hand tools, operation of light power driven equipment, trucks, and other vehicles
- Skill in providing good customer service
- Skill in using applicable software products and ability to remain current with changes in technology
- Ability to quickly learn how to use all required tools, equipment, and vehicles in a safe and efficient manner and to train less senior staff in their use
- Ability and willingness to perform heavy manual work for extended periods under varying climatic conditions
- Ability to read and comprehend blueprints pertaining to streets and stormwater
- Ability to make decisions based on department policy
- Ability to work with minimal supervision
- Ability to participate in the department's mandatory emergency callout rotation schedule
- Ability to clearly communicate and understand information in English, both orally and in writing
- Ability to establish and maintain effective and cooperative working relationships with those contacted in the course of work
- Ability to regularly attend work and arrive punctually for designated work schedule

PHYSICAL REQUIREMENTS:

Depending on functional area of assignment, tasks involve the regular and, at times, sustained performance of moderately physically demanding work and may require occasional lifting, carrying, pushing and/or pulling of heavy objects or materials (up to 80 pounds). Tasks that require moving objects of significant weight require the assistance of another person and/or use of proper techniques and moving equipment. Tasks may involve extended periods of standing and/or walking.

ENVIRONMENTAL REQUIREMENTS:

Tasks are regularly performed outside with potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes and/or poor ventilation, wetness, humidity, rain, temperature and noise extremes, machinery and/or moving vehicles, vibrations, electric currents, animals/wildlife, toxic/poisonous agents, gases or chemicals, oils and other cutting fluids, violence and/or disease, or pathogenic substances.

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SENSORY REQUIREMENTS:

Some tasks require manual dexterity, in addition to visual and hearing acuity.

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The job description does not constitute an employment agreement between the City and employee and is subject to change by the City as the needs of the City and requirements of the job change.

The City of Coconut Creek is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, The City provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I have read and understand this classification description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

Job Title

Name (print)

Supervisor's Name (print)

Employee Signature

Supervisor's Signature

Date

Date