

PUBLIC WORKS TECHNICIAN I
JOB DESCRIPTION

Department: Public Works
Reports to: Public Works Foreman

Overview: Constructs, maintains, and repairs streets, roadways, drainage systems, storm sewers, water/wastewater lines and other facilities.

ESSENTIAL DUTIES

- Constructs, maintains, and repairs streets, roadways, drainage systems, storm sewers, water/wastewater lines and other facilities.
- Removes debris and blockages from streets and roadways.
- Operates equipment and vehicles.
- Establishes traffic safety zones while working
- Replaces existing meters and installs meters on new accounts.
- Stocks crew truck with supplies.
- Clears trees and cuts grass as necessary.
- Performs landscaping work.
- Addresses public inquiries.
- Other duties as assigned.

NEW PAY GRADE: General – 11
FLSA DESIGNATION: Non-Exempt

CLASS SPECIFICATION

Education & Directly Applicable Experience

High School diploma and one to less than two years directly related experience.

Must possess a valid VA Driver's license.

Supervisory Controls

The work is performed under general supervision; the supervisor provides continuing or individual assignments by indicating generally what is to be done, limitations, quality and quantity expected, deadlines, and priority of assignments. The supervisor provides additional, specific instructions for new, difficult or unusual assignments including suggested work methods or advice on source material available.

The employee uses initiative in carrying out recurring assignments independently but refers deviations, problems and unfamiliar situations not covered by instructions to the supervisor for clarification and direction.

Supervision Given

This position does not supervise any other positions.

Guidelines

Procedures for doing the work have been established and a number of specific guidelines are available. These guidelines may be in the form of laws, regulations, statutes, commonly accepted operational principles, user's manuals, or any other sources from which direction or assistance may be inferred. The employee uses judgment in locating and selecting the most appropriate guidelines, references and procedures for application and may make minor deviations to adapt the guidelines in specific cases or determine which of several established alternatives to use.

Complexity

The work includes various duties involving different and unrelated processes and methods. Decisions depend upon the analysis of alternative subjects, phases or issues involved in each assignment. The work involves conditions and elements that must be identified and analyzed to discern interrelationships.

Scope and Effect

The work product or service affects the design or operation of systems, programs, or equipment; the adequacy of such activities as field investigations, testing operations or research conclusions; or the social, physical and economic well being of a number of persons.

Personal Contacts

The majority of personal contacts are with members of the general public, as individuals or groups, in a moderately structured setting.

Purpose of Contacts

The purpose is to plan, coordinate, or advise on work efforts or to resolve operating problems by influencing or motivating individuals or groups who are working toward mutual goals and who have basically cooperative attitudes.

Physical Demands

The work requires considerable and strenuous physical exertion such as frequent climbing, lifting of objects weighing in excess of 74 pounds, moving in areas of difficult or dangerous access.

Work Environment

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress that require a range of safety and other precautions.