



CITY OF GARY JOB DESCRIPTION

DEPARTMENT: Public Works

JOB TITLE: Outdoor Maintenance II

NATURE OF WORK:

Outdoor Maintenance II is responsible for performing a variety of semi-skilled and skilled outdoor maintenance work, and operates a variety of equipment in the clearing and maintenance of city streets, alleys, and lots and public spaces.

ESSENTIAL FUNCTIONS:

Ensure public spaces are free/clear of debris and vegetative overgrowth in the COG. Safely operates light and medium duty trucks, forklifts, mowers, striping machine and other equipment as assigned. Fabricate and install traffic signs; Paint parking and cross-walk lines; Patches holes with hot and cold mix; Plow snow; ensure the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use; Utilize the proper safety precautions in all work performed.

SUPERVISION RECEIVED:

Reports to Superintendent, General Services, Deputy Director of Public Works and Executive Director of Public Works.

SUPERVISION EXERCISE:

None

KNOWLEDGE ABILITIES AND SKILLS REQUIRED:

Some knowledge of equipment, methods and procedures used in outdoor maintenance and repair activities; Ability to perform manual tasks for extended periods; Ability to work safely; Ability to communicate effectively; Ability to establish and maintain effective working relationships with co-workers, other departments and the public; Ability to understand and carry out written and oral instructions.

EDUCATION:

High School Diploma or GED.

YEARS OF EXPERIENCE:

At least 1 years to 2 years of related experience.

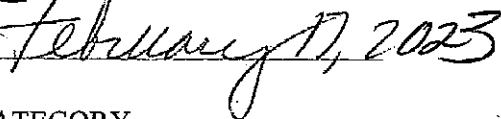
WORKING CONDITIONS:

Outdoor Maintenance II employees are required to be on 24hr call from November 1, until April 1. A valid Indiana Driver's License is a requirement for employment.


DEPARTMENT HEAD

HUMAN RESOURCES DIRECTOR

DATE



DATE

JOB CATEGORY

DATE REVISED