The City Beautiful

City of Coral Gables
Job Description

Job Title: Maintenance Worker I
Department: Public Works/Public Service Division
Classification: 3004
Pay grade: 9C
FLSA: Non-Exempt

Prepared Date: 09/2014
Approved By:
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Summary

Performs unskilled work in landscape maintenance. Requires familiarity with basic trade practices in landscaping and landscape maintenance, as well as the ability to operate various hand tools. Work is assigned, reviewed by inspection, and performed under the direction of a supervisor.

Essential Duties and Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification.

Trims and prunes tree limbs and roots. Mows turf, rakes, trims hedges, pulls weeds, and lays sod. Fertilizes, prunes and pots plants.

Loads, unloads and moves equipment, supplies, materials and tools. Moves and arranges furniture for City functions.

Digs and backfills trenches, ditches, foundations, holes for planting, etc.

Assists workers of higher classifications in installing and maintaining sprinkler systems.

Uses shovels, rakes, weed eater, gas powered blower, hand sprayer, lawn edger, hydraulic lift and other related equipment.

Performs other related tasks as required.

Knowledge, Skills, and Abilities

Knowledge of the tools and equipment used in landscape maintenance. Knowledge of safety procedures. Ability to understand and follow instructions given in English. Ability to use hand tools and hand held power equipment. Ability to operate hydraulic lift.

Physical Requirements

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through personal contact as normally defined by the ability to see, read, talk, sit, stand, hear, perform hands to fingers dexterity, handle, feel or operate objects; including hand tools, hand held power equipment, read and understand English. Work is performed outdoors for prolonged periods of

time and is strenuous. Exposure to extreme temperatures, plants, fertilizers, odors, and noise are common. Must be able to lift, carry and or push articles weighing up to 50 + lbs.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Education and Experience

High school diploma or equivalent

Some experience in landscape maintenance and/or installation or construction manual labor.

A comparable amount of training or experience may be substituted for the high school diploma.