

RESOLUTION NO. 1150

A RESOLUTION creating the position of Summer Maintenance worker, adopting a Job Description for the position, and establishing a salary scale for the position.

THE COUNCIL OF THE CITY OF CAMAS DOES RESOLVE AS FOLLOWS:

Section I

There is hereby established a new position entitled "Summer Maintenance Worker". The position shall be under the supervision of the Public Works Director and shall be responsible for the duties as outlined in the Job Description attached as Exhibit "A", as may be revised from time to time.

Section II

The salary steps for the position of Summer Maintenance Worker shall be as follows:

Position	1	2	3
	Summer Maintenance Worker	9.76	10.09

Adopted at a regular session of the Council of the City of Camas this 20th day of April, 2009.

SIGNED: _____

Mayor

ATTEST: _____

Clerk

APPROVED as to form:

City Attorney

SUMMER MAINTENANCE WORKER

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

JOB OBJECTIVES

Under supervision of supervisory staff, in the summer months only, to perform a variety of unskilled duties involved in the maintenance and repair of streets, parks, water and sewer maintenance. These positions will not exceed three months.

ESSENTIAL FUNCTION STATEMENTS

The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:

1. Assist in the maintenance of roadways, streets, roadside right-of-way, storm systems and guard rails as assigned.
2. Assist in the installation and maintenance of City sidewalks as assigned.
3. Assist in the maintenance and repair of City water and sewer systems including cleaning catch basins and storm drains.
4. Assist in the maintenance of City parks and equipment as assigned.
5. Transport a variety of materials by hand or by truck including dirt, gravel, and sand as required.
6. Operate a variety of tools and equipment in the performance of duties including, but not limited to, passenger rated vehicles with trailer, hand tools, power tools, riding and push mowers.

AUXILIARY FUNCTION STATEMENTS

1. Follow all safety rules and procedures established for work area.
2. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Methods, materials, principles and procedures used in the maintenance or construction of City streets, parks and storm drainage systems.

Pertinent Federal, State and local laws, codes and regulations.

CITY OF CAMAS
Summer Maintenance Worker (Continued)

Ability to:

Perform a variety of duties in the maintenance, repair, construction or installation of City streets, signs, storm drainage systems, parks, grounds, road sides or medians.

Operate a variety of equipment in the maintenance or construction of City streets, parks, storm drain systems and other facilities.

Understand and follow oral and written instructions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

Experience:

No experience required.

License or Certificate

Possession of an appropriate, valid driver's license.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands herein are representative 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 these essential job functions.

Environment: Field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, gases, inclement weather conditions, potentially hazardous chemicals.

Mobility: Heavy, moderate or light lifting; walking, standing or sitting for prolonged periods of time; operating motorized equipment and vehicles; performing heavy manual labor.

Vision: Visual acuity to operate vehicles and equipment.

Other Factors: Incumbents may be required to work extended hours including evenings and weekends.