



TOWN OF HOWEY-IN-THE-HILLS FIELD TECHNICIAN OF PUBLIC SERVICES

POSITION RELATIONSHIP

This position reports to the Director of Public Services

GENERAL DESCRIPTION OF DUTIES

This position maintains streets and parks, manual labor tasks, maintenance work and other work as required.

MAJOR RESPONSIBILITIES

1. Performs repairs to streets and signs
2. Drives, loads and unloads trucks
3. Spreads sand, gravel, and dirt
4. Washes and cleans vehicles, tools and equipment
5. Carries or holds materials, supplies, or tools to assist operations and/or maintenance personnel.
6. Mows and trims yard grass on all the Town owned property
7. Completes other tasks assigned by the Director of Public Services or Designee

SPECIAL SKILLS, KNOWLEDGE AND ABILITIES

1. Works efficiently, effectively to complete work in a timely manner with a minimum of supervision.
2. Understands verbal and written instructions and communicates effectively both verbally and in writing.
3. Works harmoniously with others
4. Provides a favorable impression and deals courteously with the public.
5. Follows Town policies and procedures
6. Follows all established safety policies and uses safety equipment properly at all times.

ESSENTIAL PHYSICAL SKILLS

1. Acceptable vision (with or without correction)
2. Acceptable hearing (with or without correction)
3. Walking and standing periods of time
4. Bending, stooping and kneeling for extended periods of time
5. Sitting for extended periods of time
6. Reaching, grasping and repetitive motions
7. Lifting and carrying 50 pounds and over

8. Operating various pieces of equipment to include but not limited to lawn mowers, edgers, blowers and heavy equipment.

ENVIRONMENTAL CONDITIONS

Ability to work inside and outside in adverse weather conditions including but not limited to heat, rain, cold and emergency weather conditions.

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. The omission of an essential function does not preclude management from assigning duties not listed herein.

COMPENSATION

Part-Time Position. Hourly Wage \$ 9.00 - \$12.00 DOQ

A background check, drug screen and physical will be required. The Town is a Drug Free and Tobacco Free Work Place.

The Town of Howey-in-the-Hills is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town of Howey-in-the-Hills will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

******Reasonable accommodations will be made for otherwise qualified individuals with a disability.***

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

Name (print)

Signature

Date