

CITY OF HOBART

Public Works Crew Member

Job Description:

Title: Crew Member

Department: Public Works

Reports to: Public Works Director

Job summary:

Under general direction, perform semi-skilled to skilled, manual level work involving the construction, maintenance, and repair of city streets, storm drains, and related public works facilities; operate light to moderately heavy equipment such as mowers, weed eaters, skid steer, rollers, backhoes, loaders and other equipment used in construction and maintenance work. Maintain city vehicles and equipment to ensure safety and proper function. Ensure the safe operating conditions of the work site and assist the supervisor in all tasks as directed.

Summary of essential job functions:

May include, but are not limited to, the following:

- Respond to complaints regarding street conditions, street signs, traffic signs, street lighting and other related public works issues; able to evaluate situation and report back to appropriate supervisor.
- Drive various trucks of sizes and weights in the loading, transporting, and unloading of construction equipment, hauling and unloading of materials such as gravel, sand, asphalt and base rock, debris, and other heavy objects related to street and water maintenance
- Operate light to heavy equipment – mowers, backhoe, loader, etc.
- Prepare surfaces for paving, patching, or repair/reconstruction of streets, curbs, and similar public works facilities; break up pavements, dig holes, cut trenches, excavates and fills in holes in streets and other paved surfaces, using sledge hammer, shovel, pick, spade, rake, hoe, hand tools or jackhammer; patches and paves streets and other paved surfaces
- Concrete/Asphalt work – operate cement mixer, asphalt rake, power roller, hand tools, mixing, applying, leveling, finishing concrete, asphalt or other such materials to repair, replace, or reconstruct broken pavement

- Fabricate, install and repair signs for street/traffic and special signs for municipal facilities
- Clean and remove debris from streets, gutters, storm drains, drainage ditches, street construction sites by shoveling, raking, sweeping, and picking up debris; debris removal from demolition sites.
- Paint traffic markings on streets, crosswalks, parking areas, curbs, using stencils, legends, striping and taping equipment
- Ensure safety of work sites by setting up traffic controls including signs and barricades plus direct traffic around work site
- Perform routine preventive maintenance on city vehicles and equipment; report all defects and needed repairs to supervisor, and keep vehicles and equipment clean

Always represent the city in a positive manner in all situations

Minimum requirements:

Must possess a valid State Driver's License, CDL certification is preferred but not required.

High School diploma or GED equivalent; and/or any equivalent combination of education and experience.

Must pass a Pre-Employment Drug Test and random Drug/Alcohol Tests during employment.

Abilities required:

Able to work in outside weather conditions

Able to meet the physical demands including; frequently lift and/or move up to 25 pounds and occasionally up to 100 pounds; required to stand, walk, sit, climb or balance, stoop, kneel, crouch or crawl.

Able to communicate effectively verbally and in writing; understand and carry out written and oral instruction plus be able to work effectively in the absence of close supervision

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.