

WORCESTER COUNTY JOB OPPORTUNITIES

DEPARTMENT: PUBLIC WORKS - WATER & WASTE WATER DIVISION
JOB TITLE: GENERAL LABORER/ MAINTENANCE WORKER I
COMPENSATION: WITHOUT CDL "B" LICENSE GRADE 8/STEP 8 \$32,989 ANNUALLY/\$15.86 HOURLY
MAINTENANCE WORKER II
WITH CDL "B" LICENSE GRADE 10/STEP 4 \$32,947 ANNUALLY/\$15.84 HOURLY
APPLICATION PERIOD: UNTIL FILLED

JOB SUMMARY: Under general supervision, assist in maintenance and repair of water and wastewater systems operated by Worcester County. Will be required to perform physical labor during repair and installation, drive/operate commercial weight vehicles (over 26,000 pounds); perform semi-skilled and skilled labor work; use hand and power operated tools; operate and maintains a variety of small gas powered, electrically driven, and/or hydraulically operated equipment/machinery and associated equipment used by the Department of Public Works.

MARYLAND STATE RETIREMENT: This position will automatically participate in the Maryland State Retirement System. Membership is mandatory for employees that work over 500 budgeted hours in the fiscal year. As a member, 7% of your budgeted annual salary will be calculated, divided by 26 and deducted from your biweekly paycheck and sent to your account at Maryland State Retirement System.

General Requirement

- Drug and Alcohol Testing
- Essential personnel subject to emergency call-back with little or no notice
- Pre-employment background check and motor vehicle history (3-year MVR must be presented at interview)

DUTIES AND RESPONSIBILITIES:

- Performs various manual labor tasks as directed by supervisor.
- Operates hand and power tools.
- Mows grass and removes debris from property.
- Performs preventative and routine maintenance on vehicles, tools, machinery, equipment, and inspects vehicles.
- Ensures confidentiality of information and records and complies with record retention schedule;
- Installs and repairs pumps, motors, valves, special adapters and fixtures to equipment. Installs water and sewer pipelines and connections, manholes, lamp holes, cleanouts, water valves, water meter vaults, water meters, and fire hydrants.
- Loads, unloads, or assists in loading and unloading equipment, tools, and materials.
- Participates in safety related training including confined space, trench working conditions, and the handling of hazardous materials.
- Complies with the safety programs, procedures, training, fire drills, COOP plans, etc.;
- Knowledge of proper safety procedures and PPE utilization at all times to perform job related duties.
- Adhere to the Worcester County Government Personnel Rules & Regulations;
- Performs other related duties as required.

QUALIFICATIONS AND SKILLS:

- Knowledge of unskilled manual labor tasks using small hand and power operated tools used in making minor and routine repairs/adjustments to machinery, vehicles and equipment.
- Ability to follow verbal and written instructions; read street signs; keep records and logs; complete written forms; and to communicate effectively with the public. Ability to apply acquired knowledge to increasingly varied and complex tasks.
- Ability to perform duties independently and as part of a team. Ability to train on equipment and vehicles of higher complexity. Ability to complete assigned tasks by established deadlines.
- Ability to perform manual physical labor including frequent walking, bending, stooping, lifting and carrying heavy objects up to 80 lbs., and the operation of vehicles, tools, and equipment.
- Basic knowledge of the operation and function of commercial weight vehicles used in the construction and maintenance of pipelines, roads, drainage systems, and related structures preferred.
- Valid driver's license and driving record of less than 4 points (MD).
- Employee must obtain a Class B Commercial Drivers License (CDL) within 1 year of the date of hire.

Safety Analysis:

(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (<75% of the time)
Very Heavy work; Constant lifting over 20lbs; Frequent talking, hearing, carrying, pushing, pulling, lifting and moving of objects over 50lbs; Occasionally over 80lbs. Known hazards include risks associated with impacts, heat, chemicals, and sharp objects; work in extreme and/or inclement weather conditions.

Revised J.R. 4-18