

TOWN OF SPENCER PUBLIC WORKS CREW MEMBER

GENERAL STATEMENT OF DUTIES:

Performs manual and skilled tasks to maintain the Town's infrastructure like streets, parks, and facilities. Performs light to heavy manual labor, operating equipment (mowers, dump trucks, hand tools, power tools, heavy machinery) and performing duties such as road and sidewalk repair, landscaping, trash removal, snow and ice control, and grounds keeping.

DISTINGUISHING FEATURES OF THE CLASS:

Assigned duties will include collecting municipal garbage, yard waste, and refuse from residences and businesses. Work occurs in all weather conditions and may include working holidays and working overtime. Work is supervised by the Public Works Manager or by the Public Works director and is evaluated for efficiency and work completion according to department and community standards to enhance overall appearance of Town structures.

ILLUSTRATIVE EXAMPLES OF WORK:

- **Sanitation:** Collects residential/ commercial waste, brush, leaves, and place into sanitation vehicle, on assigned route. Operates components or mechanisms on automated side-load or rear-loading sanitation trucks. May be required to assist with various collection programs other than refuse collection such as residential/ commercial waste, recycling collection, and bulky item collection.
- **Road and Infrastructure Maintenance:** Filling potholes, patching asphalt, repairing sidewalks, cleaning/repairing drains and culverts, painting lines, setting signs, snow and ice removal.
- **Landscaping and Groundskeeping:** Mowing, trimming, weeding, planting, cleaning parks, removing debris, managing solid waste and brush/leaves.
- **Equipment Operation:** Using hand tools, power tools (chainsaws, blowers), mowers, tractors, salt spreaders, snowplows, and potentially operating heavy equipment (track hoes, backhoes, loaders).
- **Vehicle Maintenance:** Assists with maintenance of equipment including fuel, oil, lubrication, tire maintenance, repair, and washing.
- **Emergency Response:** Assisting with cleanup and repairs during emergencies or natural disasters.
- **Traffic Control:** Setting up and directing traffic for work zones.
- Performs other duties as required

KNOWLEDGE, SKILLS AND ABILITIES:

- General knowledge of manual labor and maintenance work performed by a municipality
- Ability to understand and follow oral or written instructions given by a supervisor
- Ability to perform manual labor tasks such as seeding, disbursing straw, fertilizing, mowing, shoveling, raking, and erecting proper signage to denote crews
- Ability to identify and report maintenance needs or safety issues to a supervisor
- Some knowledge of truck operation and maintenance
- Ability to read and record numbers accurately
- Some knowledge of geographical location of Town streets
- Physical ability to walk and stand for long periods of time
- Physical ability to perform duties in heavy traffic and under adverse weather conditions
- Ability to work as part of a team in a variety of weather conditions

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

Work in this class is very heavy work requiring exertion of more than 100 pounds of force occasionally, and/or more than 50 pounds of force frequently, and/or more than 20 pounds of force constantly to move objects. Physical activities include climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, and repetitive motions. Work is performed in inside and outside environmental conditions, including extreme heat and extreme cold. Employee is subject to hazards including physical conditions with proximity to moving mechanical parts, electrical current, exposure to chemicals, noise, and atmospheric conditions.

EDUCATION AND EXPERIENCE:

Graduation from high school or GED equivalency and some experience in street maintenance and/or the maintenance of buildings and grounds is desired.

SPECIAL REQUIREMENTS:

- Valid North Carolina Driver's License or NC CDL Driver's License

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town reserves the right to modify the duties assigned to this classification.