



City of Mary Esther Position Description

Position Title: Maintenance Technician

FLSA Status: Nonexempt

Department: Maintenance

Pay Grade:

Position Reports To: Maintenance Supervisor

Salary Range:

General Summary of Duties: Maintains City facilities, Grounds, Roadways, Parks, Properties, City Equipment

Essential Job Functions (the duties listed below are intended to serve as an example of the typical functions performed. They are not exclusive or all-inclusive and will vary with assignments):

Maintain Landscapes throughout City, Parks, Playgrounds equipment, right of ways, Maintain Roadways, Signage, Stormwater infrastructure, sidewalks, Maintain City Buildings, Trash and Debris Pick up.

Provide Janitorial services to City Facilities as directed.

Follow all rules and policies outlined in the City Personnel Manual.

Knowledge, Skills, Abilities (Specify required or desired):

Basic knowledge of maintaining Landscape.

Must be able to operate various types of power equipment and hand tools.

Must be able to operate pumps.

Must have Knowledge of Irrigation systems.

Must be able to operate Heavy equipment, Tractors, Backhoe, Street Sweeper, Wood Chipper, Dump truck ect.

Provide Janitorial services to City Facilities as directed.

Minimum Education, Qualifications, Certification, Training:

Must have a high school diploma or a GED certificate.

Must be mentally and physically able to work, follow verbal and written directions and orders.

Must have a minimum of two year experience in the utility field or vocational training in this area.

Must have and maintain a valid Florida Class "D" driver license

Experience in HVAC, Plumbing, electrical, Carpentry, Limited Lawn and Ornamental License, Certification of Maintenance of Traffic a plus.

Experienced and Licensed CDL Driver a plus.

Computer Equipment and Software Requirements:

Basic Computer knowledge may be necessary.

Physical Demands/Environmental Conditions:

Must be physically able to work.

Must be able to lift 85 lbs.

Must be able to work in adverse weather conditions.

Typical/Normal Work Hours:

Standard work hours 40 per week, may be required to work overtime and weekends in times of emergency or other, directed by the city manager or his/her supervisor to sustain the efficient operation of the City.

Other:

The City of Mary Esther is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, marital status, family status or sexual orientation in employment or the provision of services.

It is understood that:

- a) Each or every incidental duty connected with operations enumerated or listed in the position description is not and cannot always be specifically described; and employees, at the discretion of the City, may be required to perform duties not listed within their job descriptions.*
- b) This is an at-will position*
- c) The job description does not constitute an employment agreement between the City and employee; and is subject to change by the City as the needs of the City and requirements of the job change.*
- d) The City of Mary Esther operates as a drug-free workplace*
- e) Certain essential City services are required to be maintained in any civil emergency. Depending upon the type of emergency, any and all employees may be activated as essential personnel.*

I have been given a copy of the position description for which I am applying or currently hold, and my signature below indicates my understanding of and agreement to the requirements and responsibilities associated with the position.

Applicant's Printed Name

Signature

Date