

POSITION DESCRIPTION

<u>Job Title:</u>	Utility I – Part Time Summer Help
<u>Pay Classification:</u>	Temporary, summer position (June to early Sept.) @ \$16.00/hour
<u>Department:</u>	Public Works Department
<u>Supervision:</u>	Works under direct supervision of Department Foreman
<u>Work Schedule:</u>	Works a 40-hour week with two 15-minute paid breaks and 30-minute unpaid lunch per day; infrequent overtime and/or callouts as needed. This position requires the employee to work weekends and some holidays.
<u>Position Summary:</u>	Employee is responsible for emptying litter cans at designated public access areas; occasionally picking up litter at public parks and designated beach areas; cleaning public restrooms and restocking bathroom supplies; opening and/or locking public restrooms. Additional duties include mowing, trimming, watering, weed pulling in public parks and as needed in other areas. Paints City owned buildings.

DUTIES, RESPONSIBILITIES, ESSENTIAL FUNCTIONS:

The following is a general list of duties that the employee will be performing. There may be other duties not in this list the employee may also be required to perform:

- Picks up litter from beach and other public park areas, empties public trash receptacles and litter removal from parking structure.
- Cleans public restrooms, including sweeping, mopping, sanitizing bathroom fixtures, and restocking bathroom supplies, changing lightbulbs, picking up outside/inside litter; and disposing of litter.
- Routinely inspects public restroom area for cleanliness.
- Unlocks and opens public restrooms according to scheduled time frames.
- Removes sand from beach restrooms and hoses down steps.
- Assists in other areas as directed by Street Department Foreman.
- Power washes designated City sidewalks and wood decking.
- Paints buildings, trim and doors.

TOOLS, EQUIPMENT AND MACHINERY USED:

Mop, broom, floor squeegee, spray bottles, dustpan, buckets, cleaning brushes & utensils, litter “nifty-nabber”, weed eater, small hammer, screwdriver, pliers, 6 & 8 ft. step ladders, shovels, and hoses, painting equipment. Other equipment and tools as required.

PERSONAL PROTECTIVE EQUIPMENT:

Latex gloves, hearing protection, reflector vest, rain gear, and rubber boots.

VEHICLES OPERATED:

City pick-up (automatic transmission), ½ ton trash compactor truck (manual transmission).

Last Update: April 26, 2021

ENVIRONMENTAL FACTORS:

Work is performed primarily outdoors and inside public restrooms. Work may likely expose the employee to many weather conditions (routine temperature ranges and conditions) and safety hazards such as falling objects, minor equipment, power tools, noise and vibration, dust and dirt, fumes and odors, uneven or rough terrain and requires some climbing, bending, stooping, kneeling and crawling. Employee will also be exposed to cleaning chemicals and the possibility of bodily fluids and bloodborne pathogens.

PERFORMANCE STANDARDS:

1. Maintains high level of cleanliness in all assigned public restroom areas.
2. Meets or exceeds City standard for public restroom cleaning schedule.
3. Adheres to and follows all Public Works safety procedures.
4. Operates City vehicles according to City standards.
5. Adheres to and follows all City policies and procedures.

PHYSICAL DEMANDS:

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear.

Specific vision abilities required by this job include close vision, distant vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

ADDITIONAL PHYSICAL DEMAND INFORMATION:

The following physical demands were measured for specific job tasks.

Job Task	Posture/Physical Demand	Amount/Force	Frequency
Cleaning bottles	Squeeze handle-gripping	5-8#	Occas.
Nozzle sprayer	Pinching	2-5#	Occas.
Mopping	Upper body push/pull	10#	Occas.
Sweeping	Upper body push/pull	6-10#	Occas.
Spray hose operation	Gripping	15-20#	Occas.
Litter pick-up	Gripping nabber	10-20#	Freq.
Empty trash cans	Lifting/dumping	10-80#	Freq.-Occas.
Sitting			Cont.-Freq.
Standing			Cont.-Freq.
Walking			Cont.-Freq.
Changing Positions			Freq.-Occas.
Lifting & Carrying			Freq.-Occas.
Pushing/Pulling			Occas.-Inter.
Reaching/Handling			Cont.
Bending/Squatting			Cont.-Freq.
Twisting			Occas.-Inter.
Climbing			Freq.-Occas.
Crawling			Occas.-Inter.

Salary/Pay: Part Time Summer Help @ \$ 16.00 per hour, no benefits. EOE. Applicants must submit employment application and resume at cityofseaside.applicantpool.com. **Final candidate must be able to pass a drug screen and medical exam to be able to perform the essential functions of the job.**