



Vacancy Announcement

Position: Maintenance Worker II (CDL Required)

Posting Date: March 10, 2020

Introduction

The City is seeking a trustworthy, responsible individual who will perform semi-skilled maintenance and construction tasks requiring advanced laboring knowledge acquired through training or work experience. This position involves operating and maintaining heavy equipment. Routine tasks are performed with considerable independence and more difficult work is performed under direct supervision.

Essential job functions

Performs duties of Maintenance Worker I, which may include some or all of the following job functions:

- Cleans and clears sidewalks;
- Picks up and disposes of trash;
- Mows, trims, weeds, waters and fertilizes city lands;
- Lays sod;
- Trims trees;
- Installs and repairs streets, sewers, storm water drains, irrigation pipes and road signs, etc.;
- Lays concrete;
- Performs building and facility maintenance and repairs including carpentry, painting, electrical, plumbing,
- pressure cleaning, etc.;
- Sets up electronics equipment such as sound systems for events;
- Sets up and breaks down chairs and tables for special functions;
- Locks and unlocks buildings for events;
- Assists in the preparation for and aftermath of a major emergency such as a hurricane or other storm or disaster;
- Works on-call, as needed, during emergency situations such as hurricanes, severe weather, etc.

In addition, may perform some or all of the following job functions:

- Operates, inspects and maintains heavy equipment;
- Prepares routine records and reports including materials lists, daily worksheets, inspection forms, etc.;
- Trains subordinates;
- Purchases and stocks routine departmental supplies;
- Makes minor repairs to equipment and tools.

Other job functions

- Also, performs various duties, as assigned, associated with special events scheduled by the City;
- After training, when directed and under supervision, may perform more complex duties related to operating, maintaining and repairing heavy mechanical equipment;
- Performs other related duties, as required.

Examples of Machines, Tools, and Equipment Used

Hand tools such as shovels, rakes, hammers, saws, etc.; power tools such as chain saws, air hammers, circular saws, edgers, etc.; small equipment such as lawn mowers, sprayers, air compressors, steam cleaners, stump grinders, chippers, etc.; janitorial tools and kitchen equipment. In addition, may operate and maintain heavy trucks, bucket trucks, tractor mowers, front end loaders, street sweepers, forklifts, etc.

Requirements

Knowledge, Abilities, and Skills

Knowledge of the operational characteristics of assigned tools, equipment and materials; knowledge of safe driving techniques and related occupational hazards.

Ability to carry out assignments with minimum instructions; ability to adhere to prescribed routines and practices; ability to read; ability to drive and operate assigned equipment; ability to detect improper functioning of mechanical systems and make minor adjustments; ability to work with the public in a tactful and courteous manner; ability to work on-call and perform shift work, if required, including nights, weekends and holidays; ability to remain at a city work shelter, before, during and after a hurricane or other storm or disaster

Working hours

Generally, Monday through Friday, 7:00 am to 4:00 pm

Physical Demands

This is heavy physical work most of the working time. Requires frequent walking; frequent standing, climbing, stooping, reaching, bending, lifting 50+ pounds, carrying/pushing/pulling 50+ pounds; good finger/hand dexterity and hand/eye coordination; good eyesight; hearing and speech or vocal communication (for safety); working in adverse environmental conditions (heat, cold, rain etc.) for long periods of time; regular driving and operation of assigned equipment.

Minimum Qualifications

At least (1) year experience in laboring or maintenance work, including equipment operation experience. A demonstrated ability to read is a prerequisite for employment in this position. Valid Florida Class "B" Commercial Driver's License with an acceptable driving record is required. Special certifications in related field such as Flagger, Forklift, Trench Safety, Playground Safety, etc. desirable.

[Salary Information](#)

\$13.80 - \$19.56 per hour; excellent benefits (Note: Some benefit information is posted on city website at www.eustis.org, or call Human Resources at 352-483-5472). Applicants should expect a starting salary of \$13.80 per hour. Only applicants with the most job-related qualifications will be selected for interview and further consideration. Additional consideration may be given to applicants with more extensive education, training, or experience. Final candidates may be required to pass a drug test and are offered a conditional offer of employment contingent upon satisfactory results of a thorough background check including criminal history, driver's license check, & medical exam. Please read important section below.

[Closing Date](#)

Friday, April 3, 2020 at 5:00 eastern standard time

[Contact Information](#)

Human Resources Department
City of Eustis

[Physical Address](#)

109-A East Orange Avenue
Eustis, Florida 32726

[Mailing Address](#)

Post Office Drawer 68
Eustis, Florida 32727

[Phone number](#)

352-483-5472

[Fax number](#)

352-483-0492

[Email address](#)

personnel@ci.eustis.fl.us

[Important Information](#)

Applications must be received no later than 5:00 pm on the closing date as listed above. The City may close positions that are posted with an Open closing date at any time, without prior notice. The City's application is required. After submitting an interest request via a career site, you should receive an email with the application link and further instructions from Human Resources. If you do not receive an email from Human Resources within one business day, contact 352-483-5472 or personnel@ci.eustis.fl.us. The online application is the preferred method but printed applications are also available in person at 109-A East Orange Ave, Eustis. Office hours are 8:00 am to 5:00 pm Monday thru Friday. For assistance or more information, please visit Human Resources at www.eustis.org or call 352-483-5472. Under Florida Law, all application materials are public record and subject to public scrutiny.

The City of Eustis is an Equal Opportunity Employer and does not discriminate in recruitment, examination, appointment, training, promotion, retention, or any other personnel action because of race, color, religion, sex, disability, marital status, age, national origin, citizenship, genetic information or any other factor protected by law. The City provides Veteran's Preference per Florida Statute 295.07. When a preference-eligible applicant receives notice of a hiring decision and believes that he or she was not afforded employment preference in accordance with applicable Florida law and regulation, the applicant may file a written complaint requesting an investigation to the Florida Department of Veterans' Affairs, Division of Benefits and Assistance, 9500 Bay Pines Boulevard, Room 214, Saint Petersburg, Florida 33708. Such complaint shall be filed within 60 calendar days from the date that the notice is received by the preference-eligible applicant pursuant to Sections 120.569 and 120.57, Florida Statute. Applicants claiming Veteran's Preference must complete a City of Eustis application identifying themselves as an eligible veteran and submit FDVA form VP-1, VP-2, or VP-3 along with documentation, as soon as possible (contact HR for forms). The City encourages applications from qualified individuals with disabilities and will make reasonable accommodation to the extent provided by law. If accommodation is needed for applicant testing or interview, please inform the City, prior to the testing or interview date.