

**CITY OF SEDRO-WOOLLEY  
JOB DESCRIPTION**

**CLASS TITLE: PUBLIC WORKS SEASONAL WORKER**  
**DEPARTMENT: Operations, Wastewater, Stormwater**

GENERAL PURPOSE:

Performs a variety of grounds maintenance work in the operation, maintenance and repair of wastewater treatment facilities and systems, street rights-of-way, ditches, parks, cemetery and other public areas. Also performs a variety of semi-skilled technical and maintenance work in the operation, maintenance and repair of the sewer and stormwater collection systems. Performs other jobs as assigned.

SUPERVISION RECEIVED:

Works under the supervision of the department supervisor, lead or operators depending on assignment.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Mowing and trimming and weeding public spaces including rights of way, parks, yards, landscaped areas, cemetery and other facilities. Water plants and grass as necessary; may include hanging baskets and planter boxes.

Perform ground maintenance to keep facilities neat and tidy. Duties include sweeping or hosing sidewalks and driveways; washing handrails, windows and buildings; pressure washing concrete structures and other similar duties to keep facilities looking clean and maintained.

At the WWTP: Performs clean-up duties around the plant including hosing down headwork screens and channels, grit tank effluent box, oxidation ditch, clarifiers, UV channel, sludge dewatering equipment; washing plant vehicles.

Assist Plant Operators with collection system duties including jet/vac cleaning of the sanitary sewer system; CCTV of the sanitary sewer system; operating and maintaining the jet/vac truck and TV van; inspecting manholes, maintaining accurate records of such; occasionally working in the street right-of-ways, using proper flagging and signage when necessary; assisting in repair and construction of sanitary sewer lines; weed eating around manholes in City right-of way.

Assist in the duties of pump station maintenance including cleaning wet wells, checking pump status, and assisting with pump repairs.

Assist with maintenance duties including greasing plant equipment; repairing plant equipment; servicing vehicles; painting handrails or equipment.

In Stormwater: Assist Operators with conveyance system duties including jet/vac cleaning of the stormwater system; CCTV of the stormwater system; operating and maintaining the jet/vac truck; inspecting catch basins, maintaining accurate records of such; occasionally working in the street rights-of-way, using proper flagging and signage when necessary; assisting in repair and construction of stormwater lines; weed eating around catch basins in City right-of way and ditch maintenance.

In Streets: Patch potholes; assist in alley maintenance, road construction or other similar activities.

#### PERIPHERAL DUTIES:

May assist with smoke testing on sanitary sewer and/or stormwater lines to verify connections, look for broken sewer/storm lines, find illegal connections and confirms illegal roof and storm drains to the sanitary sewers. Duties include handing out notification notices and correction notices.

May assist with maintenance duties including greasing equipment; repairing equipment; servicing vehicles; painting handrails or equipment.

May perform duties in other departments as required.

#### MINIMUM QUALIFICATIONS:

Education and Experience:

- (A) Graduation from high school or GED equivalent.

Necessary knowledge, Skills and Abilities:

- (A) Working knowledge of equipment, facilities, materials, methods and procedures used in ground maintenance.
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to work safely; Ability to communicate effectively verbally and in writing; Ability to establish and maintain effective working relationships with employees, other departments and the public; Ability to understand and carry out written and oral instructions.

Licenses Required:

(A) Valid Washington State Driver's license.

TOOLS AND EQUIPMENT USED:

Pickup truck, shovel, rake, garden tools, lawnmower, rototiller, weed eater, and mobile radio, smoke blower.

PHYSICAL DEMANDS:

The physical demands described here 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. The employee is occasionally required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing 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 works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud in field settings, and moderately quiet in office settings.

The duties listed above are intended only as illustrations of the

various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Effective Date: April 26, 2011

Revision History: n/a