

PLEASE POST FOR ALL APPLICANTS TO READ
Macon Bibb County Government

POST DATES: 07/14/2017– Until Filled	EEOC CODE:	CLASS CODE:
CLASSIFICATION TITLE: Senior Utility Worker (3)		
JOB CLASS (GRADE): 02-01		HOURLY RATE: \$11.67
LOCATION: Lake Tobesofkee		WORK HOURS: Varies
DEPT. HEAD: Donald Bracewell		WORK WEEK: Varies

(X) REPLACEMENT () NEW REQUIREMENT

JOB SUMMARY:

The Senior Utility Worker is responsible for supervising the maintenance and repair of all facilities within the Tobesofkee Recreation Area.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are representative of the work required for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Responsible for all ground maintenance at Lake Tobesofkee Park facilities including mowing grass, trimming trees and hedges, applying herbicides and pesticides, and planting flowers, trees, and grass.
- Responsible for all custodial duties at Department park facilities: ensures that all bathrooms are clean, all trash is removed, and facilities are prepared for public use.
- Performs carpentry work on buildings, docks, seawalls, and other structures as needed.
- Performs electrical, plumbing, and equipment repairs.
- Maintains beaches, playgrounds, and lifeguard stands.
- Repairs and maintains roadways and parking lots inside parks.
- Supervises Inmates and Community Service Workers.
- Insures that all safety procedures are followed and all safety equipment is used.

KNOWLEDGE, SKILLS, AND ABILITIES:

The Senior Utility Worker must be knowledgeable of the following principles, procedures, and concepts:

- Knowledge of building and grounds maintenance methods and practices.
- Knowledge of Department and safety rules and regulations.
- Knowledge of grounds and park maintenance duties.

- Knowledge of carpentry, plumbing, mechanical repair, electrical procedures, custodial practices, landscaping, and equipment repair.
- Knowledge of various cleaning chemicals.
- Skill in operating various hand and power tools.
- Skill in operating lawn maintenance equipment including tractor, push mower, leaf blower, and trimmer.
- Skill in operating various hand and power tools, landscaping and heavy equipment.
- Skill in oral and written communication.
- Ability to multi-task, prioritize daily assignments, and work independently.

MINIMUM EDUCATION, TRAINING AND/OR EXPERIENCE TO PERFORM ESSENTIAL JOB FUNCTIONS:

The Senior Utility Worker should possess, at minimum, a high school diploma or equivalent. Some experience in maintenance is preferred; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities to successfully perform the duties and responsibilities of the position.

NECESSARY SPECIAL REQUIREMENTS

- Possession of a valid Georgia Motor Vehicle Operator's License.

SUPERVISORY CONTROL AND RESPONSIBILITIES:

None.

TRAVEL:

The Senior Utility Worker is required to travel frequently through the recreation area and occasionally to other parts of the County.

(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

LANGUAGE SKILLS:

Ability to read and understand written materials. Ability to effectively communicate information to supervisors, coworkers, and the general public.

MATHEMATICAL SKILLS:

Ability to work with basic mathematical concepts such as addition, subtraction, multiplication, and division.

COMMUNICATION SKILLS:

Must be able to effectively communicate orally and in written form in a professional manner in order to give or exchange information, resolve problems, and/or provide service. In addition, this position requires extensive contact with other employees and the general public.

REASONING ABILITY:

Ability to interpret and understand a variety of forms, reports, manuals, regulations, and other means of instruction and guidance.

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. The employee must be able to complete moderate to heavy physical activity in lifting, stretching, and standing.

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. The work is typically performed at outside facilities where the employee is exposed to noise, dust, dirt, grease, irritating chemicals, machinery with moving parts, and inclement weather.

If you feel you qualify for the above position, you may obtain an application at the Human Resources Office or complete the General Application located at www.maconbibb.us. Applicants who are not selected to fill the position will be notified by mail. Position postings are to remain posted for at least seven (7) working days before the position is filled so that all applicants qualified for the position will have the opportunity to apply.

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