

## CITY OF MILWAUKIE

### **CLASSIFICATION: Storm Landscape Maintenance Worker**

Department: Community Development/Public Works  
Location: Johnson Creek Blvd.

Grade Number: 56  
Union: AFSCME EEO

FLSA: Non Exempt  
Category: 7 – Skilled Craft

### **DESCRIPTION:**

Performs regular and recurring installation, maintenance, repair and monitoring activities for the City's stormwater infrastructure; primarily rain gardens, swales and detention ponds. Operates a variety of equipment to accomplish duties. Responds to emergency situations. Responds to inquiries from the public.

### **DUITES AND RESPONSIBILITIES:**

(Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.)

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Plant and prune vegetated areas such as detention ponds, water quality facilities, rain gardens and swales.
2. Remove weeds, blows, rakes, and removes trash and debris from walkways, culverts, grooms, and replants lawn and drainage areas... Maintains in-ground drains and culverts.
3. Perform litter control and leaf removal on all city stormwater infrastructure
4. Perform repairs and maintenance on irrigation systems
5. Set up traffic control for work sites.
6. Perform back flow testing on storm water planters.
7. Clean and maintain equipment and work storage areas
8. Outreach/Educate to local schools, city council, other employees and residents on the maintenance of storm water planters, rain gardens and swales.
9. Operate various landscape system related construction equipment
10. Inspect City Rain Gardens and swales and input data into Hanson work order system.
11. Participate in operational process development including procedure development and implementation.
12. Provide excellent internal and external customer service. Create a positive experience for customers through professional and courteous behavior and creative problem resolution. Focus on producing high quality results.
13. Develop safe work habits and follow all required safety policies, procedures and techniques. Contribute to the safety of self, coworkers and the general public.
14. Respond to citizen inquires and requests.
15. Perform other duties as assigned that support the overall objective of the position.
16. Able to work with, organize and oversee seasonal workers, volunteers, neighborhood groups and others in horticultural activities.
17. Contribute to a positive work environment.
18. Perform routine maintenance of equipment.

**JOB SPECIFICATIONS:**

(Job preparation and prior work experience requirements are minimum standards. Other equivalent combinations of education, training and experience will be considered)

**Job Preparation:**

**a) Education:**

- I) High school degree, GED;
- ii) An Associate's degree emphasizing horticulture is desirable.
- iii) Any equivalent combination of education and experience.

**2. Prior Experience:**

**a) Work Experience:**

- I) Training in irrigation design desirable.
- Ii) Three (3) years progressively responsible experience in landscape and grounds keeping field performing a variety of new construction and maintenance duties, required.
- iii) Any equivalent combination of education and experience.

**b) Necessary Knowledge, Skills and Abilities:**

- I) Knowledge of maintenance construction and repair methods and procedures used in assigned area.
- ii) Knowledge of safety practices and procedures applicable to area of assignment.
- iii) Knowledge of safe and effective operating practices of light and heavy equipment used in assigned area.
- iv) Basic knowledge of and ability to learn to operate heavy equipment and power tools used in public works maintenance operations.
- v) Ability to perform heavy manual work under confined and uncomfortable conditions.
- vi) Ability to determine appropriate resources needed for a project.
- vii) Ability to interpret construction plans.
- viii) Ability to establish and maintain effective working relationships.
- ix) Ability to work as a team member.
- x) Ability to perform the essential functions of the job.
- xii) Ability to speak to groups of public people
- xiii) Ability to communicate effectively both in writing and orally

**3. Special Requirements:**

- a) Must possess, or be able to obtain by time of hire, a valid Oregon or Washington State Driver' License; and either possess or obtain within 6 months of date of hire a CDL endorsement at Class A level and a Tanker endorsement.

**4. Tools and Equipment Used:**

- a) May use but is not limited to any of the following depending upon respective field of operations: dump truck, backhoe, sanders, rakes, service trucks, loader, jack hammer, sweeper, weed whacker , street sander, roller, paving equipment, waste water equipment, GPS equipment, combination machine, hydro cleaner, blowers, air compressor and a variety of hand tools.

- b) Computer and printer, fax machine and copy machines; Computer software including MS based word-processing, spreadsheet, and data base, telephones and 2 way radios.

**5. Supervision:**

- a) This is not a supervisory classification.
- b) Works under the supervision of a Public Works Supervisor and receives direction from the Utility Worker II.

**6. Communications:**

- a) Communication is generally routine problem solving, coordinating with crew members, supervisor, and other departments, and answering citizen comments and requests.

**7. Cognitive Functions:**

- a) Work is performed with moderate level of independence within well-defined policies and procedures yielding some latitude.
- b) Problems encountered can be of moderate difficulty; however, precedent is generally available.
- c) Complexity encountered in safety issues working near other utilities, nature of GPS equipment, and working near traffic.

**8. 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.

- a) Work is performed outdoors in all weather conditions.
- b) Able to lift up to 50 pounds.
- c) Strenuous physical exertion may be required.
- d) Hazards include work on and around heavy construction equipment, on public roads in traffic, in utility trenches, and confined spaces, exposure to raw sewage, toxic elements, and other hazardous chemicals. (Safety equipment is provided.)
- e) General hours of work are 7:00 a.m. – 3:30 p.m. Monday - Friday; however persons in this classification are called upon in emergency situations at all hours.

**9. Resource Accountability:**

- a) Accountable for safe operation of heavy equipment.
- b) Has some impact on supplies and materials inventory.

*The job classification 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.*

Drafted: 7/9/2014

Adopted:

Revised: