



COUNTY OF YORK JOB DESCRIPTION
Construction Maintenance Worker I
Public Works/Stormwater Maintenance

Human Resources Department
120 Alexander Hamilton Blvd.
Yorktown, Va. 23690
Phone: 757-890-3687
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GENERAL STATEMENT OF JOB

Performs heavy manual work in the maintenance of County drainageways and their associated structures. Maintains drainage systems, and if silted in, re-constructs the drainage ways as needed. Prevents/mitigates property damage and mosquito breeding by eliminating impoundments during pre-and post-storm inspections. Observes and detects illicit discharges at outfalls as part of the County VSMP (Virginia Stormwater Management Permit) requirements with the Department of Conservation & Recreation (DCR). Work is performed under general supervision.

DISTINGUISHING FEATURES OF THE POSITION/WORK ENVIRONMENT

This position is subject to being called back to work during inclement weather or major storms. Work is performed outdoors under all types of weather conditions with exposure to the usual hazards associated with outside maintenance and construction work.

ESSENTIAL JOB FUNCTIONS

Responsible for determining correct grade requirements to facilitate proper drainage and to prevent property damage; performs pre-operational inspections, operates, makes problem diagnosis, and performs minor field maintenance on a variety of power and hand tools such as weed eaters, chain saws, industrial mowers, backpack blowers, power winches, pole saws, shovels, pitch forks, and rakes. Walks and clears numerous ditches and drainage ways of brush, fallen leaves, trees, and undergrowth to ensure proper drainage. Installs coconut logs to prevent erosion of ditch banks as required; follows all safety procedures.

Distributes mosquito dunks to destroy larvae; searches out and treats breeding grounds including standing water in deep woods.

Loads and unloads tools and/or materials for various jobs; determines tools required for each job.

Cleans tools and checks equipment for needed repairs and maintenance.

Checks outfalls into ditches, creeks and waterways for illicit discharges, determined source of illicit discharge if possible by working upstream to point where source no longer observed; documents observations on inspection report and notifies supervisors of any illicit discharge.

Maintains VDOT traffic flagging certification and performs flagging operations for both Stormwater and Waste Management operations.

Performs pre-and post-storm inspections of identified choke points and removes storm debris as required from drainage ways and road side culverts; uses a hand-surveying level to determine the proper grade of ditches insuring that stormwater flows.

ADDITIONAL JOB FUNCTIONS

Assists with seasonal leaf collection as required.

Assists with the collection of storm debris as needed.

In the absence of the supervisor, receives and responds to drainage complaints from citizens; responds to complaints based on detailed knowledge of County stormwater operations; explains stormwater operations to the public and ensures actions are taken to resolve drainage complaints.

Assists with County snow removal operations as required.

Performs other related work as required.

ENTRY KNOWLEDGE, SKILLS, AND ABILITIES

Some knowledge of the use of basic hand and powered tools.

Ability to use precision measuring instruments such as a hand-surveying level in order to determine the appropriate grade of ditches to ensure that stormwater flows properly.

Ability to read and interpret maps and drawings of County drainage easements.

Ability to perform manual labor outdoors in all types of weather.

Ability to read and understand directions, operating manuals, and other safety related information.

EDUCATION AND EXPERIENCE

Graduation from high school, and some experience in operating hand and power tools; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities.

SPECIAL REQUIREMENTS

Possession of a valid driver's license issued by the Commonwealth of Virginia.

PHYSICAL & MENTAL STANDARDS NEEDED FOR ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of hand and power tools including weed eaters, chain saws, industrial mowers, backpack blowers, power winches, pole

saws, shovels, and rakes, etc. Must be able to lift between 50-100 pounds on a frequent basis. Work involves walking, standing, stooping, and bending on a daily basis.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or compositional characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes receiving instructions, assignments or directions from supervisor.

Language Ability: Requires the ability to read standard operating procedures.

Intelligence: Requires the ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagrammatic form; to deal with problems involving several concrete variables in or from standardized situations.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively.

Numerical Aptitude: Requires the ability to utilize simple mathematical formulas to add and subtract, multiply and divide, and utilize decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability coordinate hands and eyes rapidly and accurately in using tools.

Manual Dexterity: Requires the ability to handle a variety of items such as hand tools. Must have minimal levels of eye/hand/foot coordination.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under minimal levels of stress.

Physical Communication: Requires the ability to talk and hear.

Prepared by: _____

Date: _____

Approval: _____