



Street Maintenance Crew Member

Department: Street

Salary: \$18.00/hour

Supervisor: Street Maintenance Foreman

FLSA Status: Non-Exempt

JOB SUMMARY

This position is responsible for participating in the repair and maintenance of city streets.

MAJOR DUTIES

- Maintains and repairs street surfaces, including patching potholes, sealing cracks, replacing road surface materials, and compacting materials.
- Hauls material, debris, supplies, and equipment to and from job sites using trucks and trailers.
- Paints crosswalks, curbs, street lines, and other pavement markings using stencils and painting equipment to ensure visibility and compliance with safety standards.
- Cleans and repairs storm drains by removing debris and addressing damage to prevent blockages and flooding.
- Assists in the repair and installation of street signs, ensuring clear navigation and regulatory compliance.
- Sets up barricades and temporary traffic control devices for special events and work areas to protect workers and the public.
- Installs and removes holiday decorations and lights across designated public areas.
- Trims tree limbs and branches from roadways and sidewalks to maintain clear and safe passage for vehicles and pedestrians.
- Operates a variety of hand and power tools, including jackhammers, saws, and drills, for various maintenance tasks.
- Operates and maintains equipment and vehicles, performing routine checks, cleaning, and minor repairs to ensure they are in good working condition.
- Participates in an on-call rotation to address emergency maintenance issues outside regular working hours.
- Engages with the public to answer questions, provides information about ongoing work, and documents maintenance activities for reporting and accountability purposes.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of construction and maintenance techniques, including asphalt and concrete work.
- Familiarity with traffic control practices and safety standards.
- Understanding of storm drain systems, including maintenance and repair.
- Proficiency in using hand and power tools, and operating heavy machinery.
- Ability to assess and address maintenance issues efficiently.

- Strong verbal communication skills for interacting with the public and team members.
- Effective time management and responsiveness to on-call duties.
- Physical stamina for manual labor and operating machinery.
- Attention to detail for high-quality maintenance work.
- Ability to work cooperatively with a team.
- Flexibility to handle various tasks and emergency situations.
- Competence in documenting maintenance activities and materials used.

SUPERVISORY CONTROLS

The Street Director or Street Maintenance Foreman assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy and the nature and propriety of the final results.

GUIDELINES

Guidelines include street construction and repair specifications, Department of Transportation guidelines, OSHA regulations, the Manual on Uniform Traffic Control Devices, and city policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY / SCOPE OF WORK

- The work consists of related technical duties. Inclement weather and heavy traffic contributes to the complexity of the position.
- The purpose of this position is to participate in the maintenance and repair of city streets. Successful performance contributes to safe and well-maintained streets.

CONTACTS

- Contacts are typically with coworkers, contractors, vendors, and the general public.
- Contacts are typically to exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS / WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, walking, bending or crouching. The employee frequently lifts light and occasionally heavy objects and uses tools or equipment requiring a high degree of dexterity.
- The work is performed in an office or outdoors, occasionally in extreme weather conditions. The employee may be exposed to noise, dirt, grease, and machinery with moving parts. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- High School Diploma or equivalent preferred.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Texas for the type of vehicle or equipment operated.

ACKNOWLEDGMENT

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

As evidence by my signature below, I have read my job description and have fully understood my duties and responsibilities related to my employment with the City of Kenedy. I also acknowledge that I am qualified to perform these duties and, with or without reasonable accommodation, can perform the essential functions of this position as described. Further, I understand that if, at any time, I am unclear as to what my job duties and responsibilities are, or what to expect of me, I will notify management immediately to interpret these duties and expectations.

Employee Signature

Date

Employee Printed Name