

**MONTGOMERY COUNTY GOVERNMENT
ROCKVILLE, MARYLAND
CLASS SPECIFICATION**

**Code No. 005230
Grade 12**

PUBLIC SERVICE WORKER III

DEFINITION OF CLASS:

This is semiskilled manual labor work in the maintenance and repair of County roads and property, including operation of 10,000 - 15,000 GVW trucks (and over 26,000 GVW trucks in the Division of Traffic Engineering and Operations), tractor mowers and similar vehicles, some with power take-off equipment. Contacts are generally limited to the members of a crew to which an employee is assigned and involves receiving and providing information. This class of work may entail some public service/assistance, but it is incidental to the primary focus of the work performed.

An employee in this class independently performs a variety of tasks based on prior experience or training and prioritization by higher authority. Work may involve leading/instructing unskilled employees in the performance of their work. For most duties, the supervisor does not give detailed instructions or provide continual supervision; the employee is expected to complete assignments after receiving initial oral or written instructions. The nature of the duties and the kinds of equipment used require instructions/practice on the equipment and continual care and attention by the employee both to avoid accidents and finish the work properly. Also, the employee is responsible for completing assignments involving several tasks or processes that require remembering directions, sequences, etc.

The employee typically works as part of a crew, and is expected to carry out previously performed duties with very little or no instruction from lead/supervisory workers. Work is generally performed outdoors in tiring and uncomfortable positions for long periods, e.g., employees continually bend, reach, stretch, lift, stoop, climb and crouch, at times in cramped quarters and/or awkward positions. The employee regularly exerts medium physical effort, such as pulling, pushing, lifting and carrying items weighing up to 50 pounds, and occasionally performs heavy physical effort, such as pulling, pushing, lifting and carrying items weighing over 75 pounds. The employee, by working close to heavy traffic, operating power tools/equipment and being around moving machinery, is exposed to hazards that require constant awareness, adherence to special safety shoes, hard hats, ear protectors and/or respiratory masks. Work is performed outdoors where the employee is regularly exposed to severe weather, grease, dirt and muck from digging and working amid run-off, storm drains and catch basins, asphalt and other bituminous products, noxious or malodorous fumes, high levels of dust and similar unpleasantness and discomforts.

EXAMPLES OF DUTIES: (Illustrative only)

- Spreads bituminous material with rakes and lutes; hand rolls or operates a (walking) motorized roller to finish off asphalt patching surfaces.
- Sets forms for sidewalks, curbs and gutters, and mixes, pours and finishes concrete.
- Operates tractor mowers with bush hog and a variety of small stationary equipment which may include air compressors and associated pneumatic tools, portable generators, concrete mixers and

pumps, gasoline hand compactors, sand blasters, concrete and masonry saws, augers, pavement breakers and trenchers.

- Operates and performs federally-mandated, manufacturer-recommended and other driver-level general inspections and preventive maintenance tasks on 10,000 – 15,000 GVW trucks (and over 26,000 GVW trucks in the Division of Traffic Engineering and Operations) to transport various supplies and materials.
- Cuts, threads and reams pipe in field or shop.
- Performs routine indoor/outdoor painting using various hand tools and spray equipment.
- Installs traffic signs and signposts.
- Operates air post driver and air compressor to drill holes for sign posts.
- Helps fabricate traffic signs.
- Lays out pavement markings and/or traffic detectors on roadways.
- Installs barricades and related devices.
- Operates concrete and masonry saws to cut slots for loop detector cable.
- Lays electric cable in saw cut, determining proper number of turns.
- Splices electrical cable in traffic signal hand box.
- Trains unskilled employees in unfamiliar tasks.
- Issues and receives tools from maintenance crews.
- Performs all duties required of unskilled employees performing manual labor tasks.
- Performs related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of and the ability to safely and effectively use a variety of small and large hand tools and some power tools/equipment, including but not limited to: 10,000 - 15,000 GVW trucks, tractor mowers with bush hog, skid loaders, rakes, shovels, mattocks, push and walk-behind mowers, lutes, plate tampers, chain saws, power pole saws, cement mixers, jack hammers, air compressors, weed eaters and edgers, post hole diggers, and general carpentry tools.
- Knowledge of and ability to safely and effectively operate vehicles with a GVW of over 26,000 (Division of Traffic Engineering and Operations only).
- Knowledge of applicable Motor Vehicle Administration and highway regulations for safe, legal operation of the vehicles/equipment used.
- Knowledge of and ability to perform operator inspections and maintenance on the equipment/tools used.
- Knowledge of and ability to transfer power to the various working aspects of the equipment's components and to ably use the levers, buttons and pedals in concert to control the equipment.
- Knowledge of how to load and secure cargo to prevent shifting or departing.
- Ability to understand and effectively carry out verbal and simple written instructions.

MINIMUM QUALIFICATIONS:

Experience: One (1) year of manual labor experience

Education: Ability to read and write in English and carry out simple written instructions.

Equivalency: None.

Physical Ability:

- Ability and willingness to perform work for prolonged periods in severe weather.

- Ability to exert moderate physical effort for prolonged periods and heavy physical effort for limited periods, to work in and around traffic, and wear personal protective gear and apply safety precautions.

LICENSE:

- Possession and maintenance at all times of a valid Class "C" (or equivalent) driver's license from the applicant's state of residence when required for job-related duties.

PROBATIONARY PERIOD:

Individuals appointed to this class will be required to serve a probationary period of six (6) months, during which time performance will be carefully evaluated. Continuation in this class will be contingent upon successful completion of the probationary period.

MEDICAL EXAM PROTOCOL: Core II Exam.

Class Established: May 1964

Revised: January 1974

December 1984

October 1985

January 1986

August 1990

Classification Study: May 1991 (M)

Classification Study: December 2000 (M)

June 2009

August 2011

October 2012

August 2013

October 2014