

POSITION DESCRIPTION

<u>Title:</u>	Restroom Cleaning/Trash Collection
<u>Pay Classification:</u>	Utility Worker I
<u>Department:</u>	Public Works Department
<u>Supervision:</u>	Works under direct supervision of Street Department Foreman
<u>Work Schedule:</u>	Works 5-days a week, 8-hour shifts; with two 15 minute paid breaks; 30 minute unpaid lunch; infrequent overtime and/or call-outs as needed. This position may require the employee to work weekends and occasionally holidays.

Position Summary: Utility Worker is responsible for cleaning public restrooms and restocking bathroom supplies; opening and/or locking public restroom; emptying litter cans at designated public access areas; and other routine cleaning and public works tasks as assigned.

Duties, Responsibilities, Essential Functions:

- Cleans public restrooms including sweeping, mopping, sanitizing bathroom fixtures, and restocking bathroom supplies, changing light bulbs, picking up outside/inside litter; and disposing of litter.
- Routinely inspects public restroom area for cleanliness, and may perform minor repairs and touchup painting.
- Unlocks and opens up public restrooms according to scheduled time frames.
- Removes sand from beach restrooms and hoses down steps.
- Picks up litter from beach and other public park areas, and empties public trash receptacles.
- Power washes designated City buildings, bridges, sidewalks, and wood decking.
- Performs weekly airport check, removes litter from runway, and changes light bulbs.
- May perform other related Public Works assigned duties including lawn mowing, light maintenance, painting, weed eating, sidewalk repair, and window washing, etc.

Tool, Equipment, Machinery Used: Mop, broom, floor squeegee, spray bottles, dust pan, buckets, cleaning brushes & utensils, litter “nifty-nabber”, hand paint brush, weed eater, small hammer, screwdriver, pliers, 6 & 8 ft. step ladders, wand and push power washer, shovels, and hoses. Other equipment and tools as required

Personal Protective Equipment: Latex gloves, hearing protection, reflector vest, rain gear, and rubber boots.

Vehicles Operated: City pick-up (automatic transmission), 3/4 ton trash compactor truck (manual transmission), dump truck, front loader, and backhoe.

Environmental Factors: Cleaning job tasks are performed inside public restrooms. Employee is exposed to routine temperature ranges and conditions (e.g. rain) while performing outside duties and when walking from vehicle to destination.

Performance Standards:

1. Maintains high level of cleanliness in all assigned public restroom areas.
2. Meets or exceeds City standard for public restroom cleaning schedule.
3. Adheres to and follows all Public Works safety procedures.
4. Operates City vehicles according to City standards.
5. Adheres to and follows all City policies and procedures.

Additional Physical Demand Information: The following physical demands were measured for specific job tasks.

<u>Job Task</u>	<u>Posture/Physical Demand</u>	<u>Amount/Force</u>	<u>Frequency</u>
Cleaning bottles	Squeeze handle-gripping	5-8#	Occas.-Freq.
Nozzle sprayer	Pinching	2-5#	Occas.-Freq.
Mopping	Upper body push/pull	10#	Occas.-Freq.
Sweeping	Upper body push/pull	6-10#	Occas.-Freq.
Window Washing			Occas.
Spray hose operation	Gripping	15-20#	Occas.-Freq.
Litter pick-up	Gripping nabber	10-20#	Occas.-Freq.
Empty trash can	Lifting/dumping	10-30#	Occas.-Freq.
Sitting			Cont.-Freq.
Standing			Cont.-Freq.
Walking			Cont.-Freq.
Changing Positions			Freq.-Occas.
Lifting & Carrying			Freq.-Occas.
Pushing/Pulling			Occas.-Inter.
Reaching/Handling			Cont.
Bending/Squatting			Cont.-Freq.
Twisting			Occas.-Inter.
Climbing			Freq.-Occas.
Crawling			Occas.-Inter.

Salary: Regular full-time position @ Range 37, Salary \$3,365 - \$4,090 per month + fringe benefits. **Submit employment application and letter of interest** to Human Resource Department, City of Seaside, 989 Broadway, Seaside, Oregon 97138, no later than **Wednesday, November 23, 2016, 5:00 pm.** EOE