

## CITY OF CORAL SPRINGS Classification Description

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**CLASSIFICATION TITLE:** Neighborhood Service Worker  
**FUNCTIONAL AREA:** Public Works Department

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### WORK OBJECTIVE:

Under general supervision, the purpose of the position is to perform a wide variety of routine and general maintenance and repair work through laboring knowledge acquired through training or work experience, e.g., grounds keeping, tree trimming. Employees in this classification can perform routine tasks independently, though work remains subject to review and inspection during and upon completion of assigned tasks. Performs all work according to established safety standards, codes and regulations applicable to the work.

### ESSENTIAL FUNCTIONS:

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Performs routine maintenance and repairs on structures, facilities, equipment, street signs, side walks, bicycle paths and other City property, e.g., repairs signage, patching asphalt, painting.
- Performs various custodial tasks, i.e., cleans and maintains City grounds and facilities.
- Performs maintenance work, e.g., sweeps sidewalks, clears brush, removes refuse and paper, mows lawns, trims trees, waters and fertilizes city lands, lays sod.
- Performs maintenance repairs and construction of Public Works facilities.
- Assists with various special projects, e.g., painting, carpentry, plumbing, masonry, underground utilities, paving, pavement marking, road sign maintenance.
- Assists with the preparation and operation of traffic control for various construction and special projects as directed.
- Assists with emergency evacuation procedures as directed; clears roads of debris.

### MINIMUM QUALIFICATIONS:

#### **Education / Certifications / Experience –**

High school diploma or GED; supplemented by one (1) year experience in laboring or maintenance work; or an equivalent combination of education, training, and experience. Must possess and maintain a valid Florida Drivers License. Must acquire DOT Work Zone Safety Certification Intermediate Level within one year of employment.

#### **Knowledge, Skills, & Abilities –**

General knowledge of the methods, tools, equipment and necessary safety precautions used in general maintenance and repair work.  
Ability to understand and follow written and oral instructions.

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Ability to read and write English.

Ability to operate various hand held tools and repair equipment, e.g., chainsaw, blower, pole saw, edger, cradle saw, chipper, shovel, power drill.

Ability to operate various heavy equipment and machinery, e.g., utility vehicles, fork lift.

### **PHYSICAL REQUIREMENTS:**

Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, or crouching, and that may involve the lifting, carrying, pushing, and/or pulling of heavy objects and materials (20-70 pounds).

### **ENVIRONMENTAL REQUIREMENTS:**

Most tasks are performed in an outdoor environment with potential for exposure to disagreeable elements, e.g., heat, humidity, toxic agents. Tasks include working around moving parts, equipment, carts, and materials handling where physical risks are predictable/controllable by observance of standard safety precautions. Some tasks are performed in a shop environment, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents.

The City of Coral Springs is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Coral Springs provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.