

**City of  
EDMONDS  
Washington**

**SENIOR STORM MAINTENANCE/GIS WORKER**

<b>Department:</b>	Public Works – Storm	<b>Pay Grade:</b>	<b>J</b>
<b>Bargaining Unit:</b>	Teamsters	<b>FLSA Status:</b>	Non Exempt
<b>Revised Date:</b>	June 2013	<b>Reports To:</b>	Street/Storm Manager

**POSITION PURPOSE:** Under general supervision, performs a variety of journey-level duties in the construction, maintenance and repair of City storm water infrastructure, streets, sidewalks and traffic control. Maintains storm and street asset management programs. Provides GIS based mapping for public and privately owned storm structures within the City limits. Assists in GIS mapping for street assets.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Maps all the public and private storm water facilities City-wide and maintains associated records; inspects all storm water facilities within the City limits and updates City storm system maps.
- Maintains the City asset management system; creates and inputs storm related work orders; researches easements and right-of-ways; tests drainage outfalls and maintains records of tests.
- Assists the street department with mapping and asset management programs
- Serves as crew leader on specific projects or specialty assignments overseeing storm/street maintenance projects as directed, provides traffic control as needed.
- Operates vactor truck to clean catch basins and storm drain lines; hydro excavates trenches and areas around sensitive gas, power, and water lines.
- Operates tractor mounted mower/brush cutter to cut grass and brush along city right-of-ways; performs asphalt patching; prepares road surface by jackhammering out old road surface, compacting underlayment and replacing with new asphalt using appropriate equipment.
- Picks up daily storm line locate requests from the main office; reviews requests for scheduling taking into consideration timelines, address location and urgency of request with emergency locates taking priority.
- Prepares daily schedule and travels to each location using a city map; locates storm lines and marks surface with green paint to indicate storm drain locations.
- Verifies or conducts more in depth research via computer if needed in order to ensure proper storm line location.
- Keeps work truck stocked with all required supplies needed for sign maintenance on a regular basis and in accordance to an established schedule.
- Documents/repairs damaged signs such as: bent, faded, dirty, leaning, non-readable or vandalized ones. Remedies these signage problems if possible and documents the effort. Reports any deficient signs to the sign shop for replacement.
- Removes concrete sidewalks; installs concrete forms and pours new finish concrete; installs storm drain catch basins and drain pipes to control excess water run-off, clean creek culverts of leaves, brush and logs to prevent clogging and washing out roadways and to prevent flooding.

## **JOB DESCRIPTION**

### **Senior Storm Maintenance GIS Worker**

- Lays out crosswalks, paints roadway markings including: centerlines, crosswalks and arrows.
- Operates snow plowing equipment to remove snow; applies chemicals and/or sand to control ice; maintains routine records of work performed including: equipment usage, preventive maintenance and needed repairs; responds to emergency situations on a 24-hour basis.

#### **Required Knowledge of:**

- Ability to use GIS based mapping tools and programs (Juno, ArcMap, Cartegraph, etc.)
- Maintenance and repair procedures, practices and methods used in storm/street maintenance work.
- Methods, equipment and materials used in storm water and street mapping work.
- Pavement and curb marking techniques and practices.
- Operation, use and care of hand and power tools and specialized equipment used in street and storm water maintenance.
- Local topography and geography.
- Health and safety practices and procedures.
- Available resources including equipment and repair manuals, parts manuals and maps/blueprints.
- Applicable laws, codes, regulations, policies and procedures of assigned City systems and activities.
- Effective oral and written communication skills.
- Basic record keeping techniques and practices.
- Modern office procedures, methods, and equipment including computers and computer applications sufficient to perform assigned work.
- English usage, spelling, grammar and punctuation.

#### **Required Skill in:**

- Performing a variety of maintenance and repair of city storm systems, streets, sidewalks and traffic control assets
- Operating specialized tools and equipment used within the street and storm water maintenance.
- Performing routine duties to install maintain and repair traffic control devices and right-of-way signs and symbols.
- Understanding grade and fall for water run-off.
- Observing health and safety regulations.
- Meeting schedules and time lines.
- Reading site plans, easement maps and other related data.
- Understanding and working within scope of authority.
- Performing heavy physical labor.
- Working in adverse weather conditions.
- Applying applicable federal, state, and local policies, laws and regulations.
- Utilizing personal computer software programs and other relevant software affecting assigned work.
- Establishing and maintaining effective working relationships with fellow employees and the public.
- Maintaining required records, logs, and files associated with assigned work.
- Communicating effectively verbally and in writing.

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#### **MINIMUM QUALIFICATIONS:**

##### **Education and Experience:**

High School Diploma/GED Certificate and four years of journey-level experience in public works construction and equipment operation including operation and maintenance of associated equipment used in storm water and street maintenance and construction work that includes leading and overseeing storm or street maintenance crews on assigned projects; some vacancies may require additional experience in specialty area such as mapping and sign maintenance; OR an equivalent combination of education, training and experience.

##### **Required Licenses or Certifications:**

Valid State of Washington Driver's License and Class A CDL with air brake and tanker endorsements.

Flagging Certification.

CPR, First Aid, AED, and Bloodborne Pathogen Cards.

Completion of the King County GIS Academy (training program courses) within 12 months from date of hire.

Other specialty certifications/licenses as required by state and federal law and/or OSHA and WAC regulations may be required within a specified period of time after hire.

Must be able to successfully complete and pass a background check.

Mandatory drug test subject to conditional job offer.

#### **WORKING CONDITIONS:**

##### **Environment:**

- Indoor and outdoor work environment.
- Driving a vehicle to conduct work.

##### **Physical Abilities:**

- Walking or otherwise moving over rough terrain.
- Sitting, standing or otherwise remaining in a stationary position for extended periods of time.
- Hearing, speaking or otherwise communicating to exchange information in person or on the phone.
- Operating various equipment and tools.
- Reaching overhead, above the shoulders and horizontally, bending at the waist, gripping, kneeling or crouching, stooping, crouching, reaching, pushing, pulling and twisting or otherwise positioning oneself to accomplish tasks.
- Ascending/descending, ladders and inclines.
- Working at heights, working on a high ladder and working in a confined space.
- Working in a noisy work area, working in direct sunlight, working in outside temperature extremes and working in dampness.
- Heavy physical labor, including lifting/carrying or otherwise moving or transporting 50-100 pounds.
- Operating a passenger vehicle, heavy truck, heavy equipment and rotating machinery.
- Reading and understanding printed and electronic messages and related materials.
- Hearing voice conversation and hearing alarms.
- Possessing close vision, far vision, side vision, depth perception, night vision and color vision.
- Ability to wear appropriate personal protective equipment based on required City Policy.

##### **Hazards:**

- Working around and with machinery having moving parts.
- Working in and around moving traffic.
- Adverse weather conditions.

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- Exposure to smoke, noxious odors, toxic fumes and chemicals, epoxy chemicals, poison oak or ivy, dust or pollen, insect stings, solvents, oil and ink.

**Incumbent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department Head:** \_\_\_\_\_

**Date:** \_\_\_\_\_