CITY OF RICHLAND

CLASSIFICATION TITLE:	JOB #	AFFILIATION:
MAINTENANCE CRAFTSWORKER I (STREETS)	JP-0235	Affiliated (IUOE)
REPORTS TO:	**PAY GRADE:**	**FLSA STATUS:**
STREETS SUPERVISOR	Per CBA	Non-Exempt

GENERAL SUMMARY:

Performs semi-skilled work in the construction and maintenance of streets, roads, shoulders, trails, sidewalks, and railroad facilities. Subject to work after hours and weekends as required. Safely performs all job functions.

ESSENTIAL JOB FUNCTIONS:

Duties listed are representative of the types of tasks and functions performed by positions of this class of work. Percentage of time and rank of importance of duties are not listed since both will vary by position and work location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Operates concrete/asphalt saws and grinders, air compressors, jackhammer, wacker/plate compactor, asphalt grinders, weed wackers, blowers, small pumps, generators, and other related power tools.
- Assists in operation of crack sealers, mastic melters, asphalt distributor, PCMS's and other maintenance equipment.
- Performs streets maintenance tasks using shovels, brooms, asphalt rakes, post hole diggers, hand tamps, rock bars, hammers, screwdrivers, wrenches, trowels, and other hand tools.
- Assists the Maintenance Craftworker II in making and installing signs.
- Assists with layouts and application of striping and pavement markings using waterborne paint and thermoplastic materials.
- Assists with forming, pouring, and finishing concrete.
- Performs traffic control functions, to include set-up and tear down of proper traffic control devices and flagging of work zones.
- Performs simple railroad track maintenance such as replacing rail, tightening, and installing bolts, driving spikes, replacing ties, removing sand, weeds, and grooming rock.
- Assists with more complex railroad track maintenance such as lubricating and adjusting switches, installing, or moving insulation joint bars, fixing wire bonds, etc.

- Operates patch truck, dump trucks, sanders, snowplows, liquid de-ice tanks, water tanker and other heavy equipment requiring a Class A CDL with a tanker endorsement while performing normal and specialized maintenance tasks.
- Accumulates training, experience, and higher-level certifications to attain qualification as a Maintenance Craftsworker II or Equipment Operator.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS & ABILITIES:

Specific and realistic knowledge, skills, and abilities necessary to competently perform this job.

Knowledge of:

- Applicable Federal, State, and local laws, rules, codes and regulations related to assigned activities.
- Modern office practices, methods, procedures and equipment.
- Record-keeping principles, procedures and techniques.
- MUTCD regulations and guidelines.
- Streets maintenance procedures and practices.
- Proper tools and equipment required for performance of duties including wackers/plate compactors, skid steer, front loader, dump trucks, tankers and snow removal equipment, including deicers.
- Applicable health and safety policy, procedures and practices.

Skills and abilities to:

- Learn, read, interpret, apply and explain rules, regulations, policies and procedures.
- Follow oral and written instructions.
- Follow health and safety regulations.
- Observe legal and defensive driving practices.
- Operate patch truck, dump trucks, sanders, snowplows, liquid de-ice tanks, water tanker, crack sealers, concrete/asphalt saws/grinders, air compressors, asphalt distributor and other street related power tools.
- Communicate effectively both orally and in writing; comprehend and use English effectively including producing all forms of communications in a clear, concise, and understandable manner to intended audiences.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Operate a variety of modern office equipment and personal computers in a Windows based computing environment, using standard or customized software application programs appropriate to assigned tasks.
- Provide continuous effort to improve operations and work cooperatively and jointly to provide quality customer service.

- Participate in after hours on-call phone rotation.

EDUCATION & EXPERIENCE REQUIREMENTS:

- High school diploma or GED.
- One (1) year of experience in streets maintenance and/or construction, or closely related experience.

LICENSES, CERTIFICATIONS & OTHER REQUIREMENTS:

- Valid Class "A" CDL with tanker endorsement upon hire date and maintain throughout employment.
- Valid Flagger's Card upon hire date and maintain throughout employment.
- Must obtain American Traffic Safety Services Association (ATSSA) Traffic Control Technician certification within one (1) year of hire date and maintain throughout employment.
- Must obtain Railway Worker Protection Certification within two (2) years of hire date and maintain throughout employment.
- Must obtain American Public Works Association (APWA) Winter Maintenance Operator Certification within three (3) years of hire date and maintain throughout employment.
- Must obtain ATSSA Traffic Control Supervisor Certification within four (4) years of hire date and maintain throughout employment.
- Must obtain National Commission for the Certification of Crane Operators (NCCCO) "Service Truck Crane Operator" (STC) certification within eighteen (18) months of hire and maintain through employment.
- Obtain Signal Person and Rigger Certification within eighteen (18) months of hire and maintain through employment.

WORKING CONDITIONS

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Environment:

- Typically performed in the field, which requires travel daily from site to site.
- The position involves work outdoors on a year-round basis and is subject to extreme weather conditions.
- Work areas may be dirty and strewn with construction debris. Employees will encounter dust, noise and fumes typically associated with construction or maintenance work.
- Employees may work above or below the ground.
- The noise level in the work environment is usually moderate to loud, depending on what types of duties are involved.

- Will be exposed to moving heavy equipment, mechanical parts and vehicles within a construction or maintenance site.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies/procedures.

Physical Demands:

- Must be able to regularly, and punctually, attend work at the shop or other assigned locations.
- Operate a motorized vehicle or heavy equipment, which may include inclement weather conditions.
- Operate standard equipment for assigned tasks.
- Ability to stand, walk and bend for extended periods of time, sit, reach with arms and hands, kneel, and stretch, occasionally crawling in tight spaces and be able to climb ladders.
- Ability to walk through construction/or maintenance sites at all stages of construction and negotiate uneven terrain.
- Ability to lift, push, carry and pull materials and objects weighing up to 50 lbs. on a daily basis and up to 90 lbs. on occasion using proper lifting techniques.
- Manual dexterity of hands and fingers to include repetitive grasping and reaching.
- Good vision to read print and a computer screen.
- Ability to hear and speak to communicate in person and over the telephone.

SELECTION GUIDELINES:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job classification description does not constitute an employment agreement between the City of Richland and employee and is subject to change by the City as the needs of the City and requirements of the job change.

AUTHORIZATIONS: ***(For Archive)***

Human Resources Director	**Date** 7/1/2026
Department Director	**Date** 7/2/2026
City Manager or Authorized Designee	**Date** 7/6/2026