CIVIL SERVICE JOB ANNOUNCEMENT

Civil Service Department, Suite 569, City County Bldg, 400 Main Street, Knoxville, TN 37902 (865) 215-2106.
Web: www.knoxvilleetn.gov

7052 Public Service Worker I
(Entry-Level and Promotional)
Drug testing may be required

ENTRY-LEVEL SALARY: $27,380 annually ($31,439 annually effective July 1, 2022)
PAY GRADE RANGE: $27,380 - $38,742 annually (Pay Grade 2)
Starting and promotional salaries will be determined based upon applicant qualifications and in accordance with Civil Service Merit Board Rules and Regulations.
The City of Knoxville requires as a condition of employment that all newly employed individuals, former employees that have been re-hired, or employees promoted to a new classification will receive their paychecks by way of automatic direct deposit.

The City of Knoxville only accepts online applications. To apply, go to http://www.knoxvilleetn.gov/jobs. You must complete ALL APPLICABLE SECTIONS of the application. DO NOT LEAVE SECTIONS BLANK SIMPLY BECAUSE THAT INFORMATION APPEARS ON YOUR RESUME. Doing so could result in your application being deemed incomplete.

The following documents MUST be submitted online for your application to be considered complete:
- Completed City of Knoxville Online Application
- Detailed Resume (upload and attach to your online application)
- If you have questions regarding your application or need help applying, please email Lpeck@knoxvilleetn.gov.

JOB DESCRIPTION: Please See Attached Position Description

MINIMUM REQUIREMENTS

Unless stated otherwise, applicants must possess and/or meet the following minimum requirements prior to the application deadline.
- Current City Employees may apply, but must have completed initial Civil Service probationary period and must have received a satisfactory performance rating on their last evaluation to receive promotional preference.
- Any combination of experience and/or education which would have enabled the applicant to obtain the required knowledge, skills and abilities.
- Valid Driver’s License.

EXAMINATION

The selection procedure for this classification consists of a Training and Experience Questionnaire (100% of final score).

Note: Background checks will be conducted.

AN EQUAL OPPORTUNITY EMPLOYER/DRUG FREE WORKPLACE

The City of Knoxville does not discriminate on the basis of race, color, creed, national origin, sex, religion, age, veteran status, disability, gender identity, genetic information, or sexual orientation in employment opportunities.
POSITION DESCRIPTION
City of Knoxville

Class Title: Public Service Worker II  Working Title: same  PCN:
Pay Grade: 2  Incumbent: vacant  Updated: 01/24/2022  Created: 01/16/2008

GENERAL DESCRIPTION
Under general supervision, performs routine manual labor such as mowing grass; street maintenance work; and may operate departmental vehicles on a limited basis.

ESSENTIAL FUNCTIONS
Assists in gathering materials and equipment necessary to perform the work scheduled for the day.
Sprays chemicals as needed in order to control weeds.
Assist in cutting, trimming, & pruning trees, flowers, & shrubs.
Operates all types of equipment (i.e. rake, leaf blower, mower, shovel, pole saw, Weed eater, etc.) necessary to clean, maintain, mow & trim weeds, brush and overgrowth.
May serve as a flagman whenever necessary to assist traffic flow.
Assists in laying brick or block for catch basins and retaining walls.
Assists in pouring and finishing concrete for sidewalks, curbs and gutters.
Cleans culverts, drains, ditches and maintains storm sewers.
Works with crew to repair damaged streets with asphalt.
Picks up brush and litter from streets or other areas within the City.
Trims right-of-way, alleys, etc.
Performs related work as required.

MARGINAL FUNCTIONS
May participate in preparing for special events.
Assists with snow removal and spreading salt on road surfaces on a seasonal basis.

KNOWLEDGE, SKILLS, AND ABILITIES
Knowledge of practices used in the operations of assigned light equipment.
Knowledge of State and City traffic regulations.
Knowledge of safety hazards and precautions.
Knowledge of the care and use of motor vehicles.
Knowledge of all types of safety hazards and precautions (e.g. equipment chemicals, traffic on roadways, etc.).
Skill in the use of the various tools and equipment used in street maintenance and to maintain trees and shrubs.
Ability to operate assigned light equipment.
Ability to understand and follow oral and simple written instructions.
Ability to perform heavy manual labor for extended periods of time under unfavorable weather conditions.
Ability to establish and maintain effective working relationships with other employees.
Ability to develop proficiency in the performance of semi-skilled tasks to assist co-workers in assigned areas.

PHYSICAL REQUIREMENTS
This position consists of primarily medium work, requiring the incumbent to exert up to 50 pounds of force occasionally, and/or 20 pounds (or less) of force frequently, in order to lift/carry, push/pull, or otherwise move objects. A description of the specific physical requirements associated with this position is maintained on file in the Human Resource office for review upon request.

MENTAL REQUIREMENTS
This position uses some training and/or experience to select from a limited number of solutions the most appropriate actions or procedures in performing the job. A description of the specific mental requirements associated with this position is maintained on file in the Human Resource office for review upon request.

MINIMUM REQUIREMENTS
Any combination of experience and/or education which would have enabled the applicant to obtain the required knowledge, skills, and ability.
Possession of a valid Driver's License.