



Concrete Finisher

Public Works

JOB SUMMARY

Constructs, maintains and repairs streets and sidewalks in support of street maintenance operations.

MAJOR DUTIES

- Measures job sites to ensure the preparation of adequate amounts of concrete.
- Mixes concrete.
- Constructs and maintains sidewalks, driveways, curbs and gutters, handicap ramps, and large pads.
- Repairs cuts in asphalt, curbs, sidewalks and driveways.
- Repairs potholes.
- Performs pre-trip inspections to assigned equipment or vehicle; checks brakes, lights, belts, hoses, fluid levels, air pressure, etc., reports equipment or vehicle service, maintenance, or repair needs to immediate supervisor.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the operation and maintenance of assigned trucks and equipment.
- Knowledge of construction equipment, materials and methods.
- Knowledge of city and departmental policies and procedures.
- Knowledge of concrete finishing materials, standards, and procedures.
- Skill in prioritizing and organizing work.
- Skill in the use of hand and power tools.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Streets Maintenance Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include city and department policies and procedures, supervisory instructions, and safety regulations. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related concrete finishing duties. Heavy traffic and inclement weather contribute to the complexity of the position.
- The purpose of this position is to perform concrete finishing duties in support of city public works projects. Successful performance helps ensure the safe and efficient completion of those projects.

CONTACTS

- Contacts are typically with co-workers, other city employees, and the general public.
- Contacts are typically to give or exchange information and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, walking, bending, or crouching. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.
- The work is typically performed outdoors where the employee may be exposed to noise, dust, dirt, grease, machinery with moving parts, irritating chemicals, and cold or inclement weather. The work requires the use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- High School diploma or GED.
- Experience with framing and forming concrete.
- Possession of a valid driver's license issued by the State of Georgia.