




INTEROFFICE MEMORANDUM FROM THE PUBLIC WORKS DEPARTMENT

DATE: 2/28/2024

TO: Cale Curtis, City Manager

FROM: Gio Batista, Public Works Director 

RE: **ADD POSITION** and "TOGGLE" – Service Worker I to Maintenance Worker I – PUBLIC WORKS Buildings Division **(001-4547)**

REQUEST:

The City of Margate Public Works Department is requesting the addition of a Maintenance Worker I – Public Works Building Division position to be "toggled" with the current Service Worker I position within the Buildings Division (001-4547). Only one will be filled at any given time.

BASIS & JUSTIFICATION:

As depicted in the FY24 Budget, the Public Works Department has the following current Service Worker I positions:

- Two (2) in the Stormwater Division (no change proposed)
- Two (2) in the Roads Division (no change proposed)
- One (1) in the Buildings Division which is assigned to City Hall and other facilities

Currently, all Service Worker I positions require a commercial driver's license (CDL) "B"; however, within the Buildings Division there is a preference for the incumbent NOT to possess a CDL class "B" in favor of a forklift certification and a Criminal Justice Information Services Level 1 Security Awareness certification (which allows servicing within a police department and other secure areas).

In previous searches for applicants for Service Worker I positions within the Public Works Department, it was found that many applicants had experience driving heavy equipment but very limited experience in repair and maintenance of facilities. Applications of those that may have had maintenance experience were not reviewed as they did not possess a CDL.

There would be no change in salary as both job titles are within pay grade 7 as of FY24.

Attachments: Job Description – Maintenance Worker I – Public Works

cc: Glen Mammel, Public Works Facilities Manager
Steve McCullough, Public Works Maintenance Supervisor