

WORCESTER COUNTY JOB OPPORTUNITIES

DEPARTMENT: DEPARTMENT OF PUBLIC WORKS – MAINTENANCE

JOB TITLE: GROUNDS UTILITY MECHANIC

SALARY/GRADE: GRADE 11/STEP 2- \$18.66 HOURLY/\$38,813 ANNUALLY
GRADE 11/STEP 5- \$20.03 HOURLY/\$41,662 ANNUALLY

*SALARY DEPENDS ON QUALIFICATIONS AND MAY BE HIGHER BASED ON QUALIFICATIONS AND EXPERIENCE

WORK LOCATION: WORCESTER COUNTY MAINTENANCE DIVISION OFFICE, 6113 TIMMONS RD.
SNOW HILL, MD

***WITH WORK ACROSS WORCESTER COUNTY BUILDINGS/GROUNDS

WORK SCHEDULE: NORMAL WORK SCHEDULE IS MONDAY-THURSDAY, 6 AM-4:30 PM
(4, 10-HOUR DAYS)

APPLICATION PERIOD: APPLICATIONS MUST BE RECEIVED BY THE CLOSE OF BUSINESS ON 5/29/2026

JOB SUMMARY: Under general supervision; perform unskilled and semi-skilled work using hand and power operated tools. Operates, maintains and repairs a variety of small gas powered, electrically driven, and/or hydraulically operated equipment/machinery. Trains and assists in the operation of equipment and trucks used by the Public Works Department.

GENERAL REQUIREMENTS

- Pre-employment background check
- Safety sensitive position requiring drug and alcohol testing
- DOT Physical with Medical Examiner's Certificate
- Possession of a valid driver's license, and a motor vehicle history with less than 4 points (MD)
- Essential personnel subject to emergency call-back with little or no notice

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

- Performs landscaping and property maintenance including but not limited to cutting grass, trimming bushes, edging, trimming shrubbery and trees, spreading topsoil & mulch and shoveling snow
- Applies pesticides and fertilizer while registered under Pesticide Licensee
- Responsible for maintenance and repair of small engine gas or diesel powered grounds equipment
- Test and inspect engines and equipment accessories to determine malfunctions with required repair
- Obtains supplier pricing for replacement or repair components for identified repairs
- Operates light industrial off-road equipment such as but not limited to skid steer loaders, backhoes, front end loaders, four wheel drive tractors with all front end and three point hitch accessories
- Performs work tasks that may require use of elevated platforms, bucket trucks, aerial man lifts or extension ladders
- Operates vehicles with trailers to transport personnel and equipment to worksites
- Loads, unloads, or assists in loading and unloading equipment, tools, and materials
- Performs preventative and routine maintenance on tools, machinery, and equipment such as oil changes, cleaning, lubricating and blade sharpening

- Performs and assists in general building maintenance that includes assisting with furniture relocation, minor carpentry and painting
- Participates in safety related training. Maintains records and logs
- This position will serve a back up to the Crew Leader when he/she is absent
- Completes assigned tasks accurately and by established deadlines
- Cross trains and backs up other staff as needed
- Establishes and maintains harmonious working relationships with co-workers, elected or appointed officials, and the general public using tact, discretion, sound judgment, and professionalism
- Complies with safety programs, procedures, training, fire drills, COOP plans, etc., and works safely
- Knowledge of proper safety procedures and PPE utilization at all times to perform job-related duties
- Ensures confidentiality of information and records and complies with record retention schedule
- Adheres, supports, and enforces Worcester County Government Personnel Rules & Regulations
- Performs other related duties at any location as assigned

QUALIFICATIONS AND SKILLS

- High School Diploma or GED required
- Valid driver's license and driving record of less than 4 points (MD)
- Knowledge and skill in operation and maintenance of hand and power tools, equipment, and commercial weight vehicles used in the construction and maintenance
- Ability to troubleshoot, diagnose and repair various powered equipment with accuracy and speed to ensure proper and safe operation of equipment
- Ability to perform duties independently and as part of a team to complete assigned tasks by established deadlines
- Ability to keep records and logs; complete written forms; and to communicate effectively with the public and coworkers. Ability to apply acquired knowledge to increasingly varied and complex tasks
- Ability to perform manual physical labor including frequent walking, bending, stooping, lifting and carrying heavy objects up to 80 lbs., and the operation of vehicles, tools, and equipment

SAFETY ANALYSIS

(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (<75% of the time)

Very Heavy work; Constant viewing and lifting over 20lbs; Frequent talking, hearing, carrying, pushing, pulling, lifting and moving of objects over 50lbs; Occasionally over 80lbs. Known hazards include risks associated with impacts, heat, chemicals, and sharp objects. Adverse, inclement weather conditions, use of power tools and equipment and confined space entry (training is provided).

Worcester County Government Benefits Information

Worcester County Government offers its employees a comprehensive benefits package, including medical, dental, and vision insurance, paid time off, holidays, retirement plans, and much more! To learn more details about our full range of benefits, please view our Benefits Guide at [Worcester_Guide_2025.pdf](#).

Paid Time Off

Full time employees can accrue up to 248 hours of paid time off in the first year of employment starting on the first full pay period. This includes up to 80 hours of vacation, up to 120 hours of sick, and up to 48 hours of personal leave. The accrual for vacation increases after 6 years and 11 years. Unused vacation and sick leave can be rolled over annually as outlined in the policy details. Full time employees are granted 14 paid holidays in calendar year 2025.

Medical Benefits

Full time employees are eligible for medical, dental, vision, flexible spending account(s), and AFLAC voluntary plans on the first day of the month after date of hire. Please visit our on-line Benefits Guide at the link above for additional details about the plans, co-pays, and premiums.

Full time employees are eligible for county paid life insurance and long-term disability insurance on the first day of the month following six months of employment.

Retirement

All employees budgeted for 500 hours, or more will automatically participate in Maryland State Retirement effective on the date of hire, if not already retired from a Maryland State Retirement system. All employees are eligible to participate in a deferred compensation plan that offers pre-tax and ROTH contribution options. The county provides a \$1 for \$1 match of employee's contributions up to a maximum of \$1,000 per fiscal year as outlined in the plan documents.

Part Time Employees

Part time employees are eligible to participate in the deferred compensation plan on the first day of the month after date of hire. Part time employees are eligible to earn 1 hour for every 30 hours worked of sick leave (up to 64 hours). Sick leave can be taken after a 106-day waiting period.

Extras for All Employees

All employees are eligible to use the Fitness Room at the Worcester County Recreation Center at no cost. All employees have access to an Employee Assistance Program that provides telephone consultations and up to 3 face-to-face visits per year. All employees are eligible for SECU credit union membership.

For more information, please view our Benefits Guide at jobs.worcestermd.gov or call Human Resources at 410-632-0090.