

### **PUBLIC WORKS UTILITY WORKER**

#### **GENERAL STATEMENT OF DUTIES:**

The maintenance crew member shall perform a variety of tasks in the maintenance and repair of city facilities such as streets, water systems, sewers, solid waste disposal, buildings and parks and do related work as required. This is a general classification covering a variety of semiskilled and unskilled manual labor. He/she shall operate light to heavy equipment in the maintenance of city facilities, which are largely repetitious in nature. This worker is usually under close supervision of the Public Works Director.

#### **SUPERVISION RECEIVED:**

He/she shall work under the direct supervision of the Public Works Director who will assign work details and review work in progress or upon completion for conformance to quality and standards. Supervision of part-time help is part of the responsibilities of this job.

#### **DUTIES:**

1. Repair and read water meters, check and service wells/pumps and other water works facilities.
2. Operate trucks, backhoe, tractor, motor grader, loader, etc. Perform repairs and maintenance of equipment; assist in shop as required; welding & fabricating, etc..
3. Install street signs, paint traffic control lanes, inspect and flush storm/sanitary sewer drains and catch basins.
4. Operate street sanding and snow removal equipment; apply asphalt patching, gravel and other types of pavement foundations; grade unimproved streets.
5. Perform custodial duties at city hall and other city owned facilities, including cleaning and building maintenance.
6. Water, mow and trim lawns, hedges, bushes and trees in parks and on city streets; maintain sewer system and water system.
7. Assist skilled and unskilled workers in varied construction and maintenance activities, including water and sewer taps.
8. Assist as directed by the Public Works Director in the duties at the water/wastewater facilities in compliance with Department of Environmental Quality permits, including training and necessary employee certifications as required by such regulating agencies.
9. Report daily to the Public Works Director, the previous day's activities.

#### **JOB REQUIREMENTS:**

Knowledge, skills and ability: Working knowledge of safe operation of power equipment, including light tractors, mixers, loaders, mowers, etc. ; working knowledge of tools, methods and materials used in streets, water and sewer construction and maintenance; ability to skillfully and safely operate the particular type of equipment assigned; perform skilled maintenance and construction work; follow oral and written instructions; keep simple operating records; work cooperatively with others. Good physical condition is necessary to enable employee to work at strenuous tasks outside in all types of weather.

#### **EXPERIENCE AND TRAINING;**

Experience in custodial or maintenance work; High School Diploma, the ability to read/write and math skills to compute formulas. Employees will be required to train for certification in wastewater treatment and collections, Water Distributions operator, CDL, Confined Space.