



Job Description

Job Title: Public Works Maintenance Worker – Street/Sewer Division		Department: Public Works	
Reports To: Maintenance Superintendent	Supervises: None		FLSA Status: Non-Exempt
Bargaining Unit: International Union of Operating Engineers (IUOE) L70-Public Works			Effective Date: 7/1/2016

POSITION SUMMARY

Under general supervision, this service worker position uses, operates, and maintains heavy and light equipment required in City parks, streets, and public utilities, and performs public facility maintenance.

JOB DUTIES OR ESSENTIAL FUNCTIONS

The essential functions of the position include, but are not limited to the following:

- Operates light and heavy maintenance equipment in a proficient manner as assigned in the streets, parks, public utilities, and other City property (street sweepers, front end loaders, skid loaders, trucks, tractors, mowers, etc.).
- Performs adjustments, repairs, and installation on the equipment used in maintenance operations.
- Follows proper safety and operating precautions in all areas of work to avoid personal time and/or property loss accidents. Uses proper safety equipment, sets up barricades as necessary, operates equipment safely, etc.
- Performs snow and ice removal, including plowing, loading, and hauling snow from public streets and properties. Is responsible for responding to snow events as called upon by supervisor.
- Performs general street maintenance activities including blacktop milling, street overlay projects, removal and replacement of concrete streets, fixes curb bases, etc. Paints streets including yellow curbs, parking stalls, parking lot crosswalks, rail road crossings, etc.
- Maintains, repairs and replaces sanitary sewer and storm sewer pipes and cleans storm drains and ditches, using light and heavy equipment and hand tools. Includes operation of City owned sewer truck and CCTV televising equipment.
- Assists water department during water main breaks gate valve replacements or water hydrant replacements.
- Prepares signage and sets up voting booths for city voting in all precincts.

- Responds to heavy rain events to mitigate flooding and protect City infrastructure.
- Assists with annual spring brush pick up, including emergency brush clean up after storms.
- Handles maintenance and preparation for all city and county events including parades, fairs, street dances, car shows, and school events.
- Performs other duties as assigned or as apparent.

This position may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to perform the duties. While data are being accessed, this position should take reasonable measures to ensure the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, this position must properly store the not public data.

MINIMUM QUALIFICATIONS

To perform this position successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the formal education, experience, and training required.

Education

High school diploma or GED certificate required

Experience

Two (2) years of road and/or utility construction, landscaping, turf maintenance, or other related public works experience

Trainings, Certificates, and Licenses

- Possess a Minnesota Class D Driver's License
- Possess the ability to obtain Class B Driver's License within the first six months of employment with the City

DESIRED QUALIFICATIONS

The requirements listed below are representative of the formal education, experience, and training preferred in order to exceptionally perform all of the functions of this position.

Education

Associate's Degree or equivalent training at a technical or vocational school with a focus on Public Works

Experience

Two (2) plus years of road and/or utility construction or other related public works experience

Trainings, Certificates, and Licenses

- Class SC wastewater collections system license

COMPLEXITY

The overall complexity of this position is moderately high. While performing the normal duties of this job, processes, procedures, or software vary from one assignment to the next. Assignments are still related in function and objective.

RESPONSIBILITY

Supervision

General supervision is provided while performing the normal duties of this job. This position exhibits no formal supervisory responsibilities but may coordinate work with other individuals as a team member.

Impact

While performing the normal duties of this job, this position's work affects the overall efficiency and image of the City.

REQUIRED PHYSICAL ABILITIES AND WORK CONDITIONS

The physical demands and work conditions described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Hazards

While performing the duties of this job, this position may occasionally balance, crouch, squat, crawl, run, lift 5 to 100 lbs., carry 5 to 100 lbs., and finger/enter data/keystroke. This position will frequently climb 20 to 50 steps, kneel, reach above shoulder level, push/pull 5 to 50 lbs., and walk, continuously bend/stoop, sit, stand, walk, feel, hear, smell, perform repetitive motions, and drive.

While performing the duties of this job, this position will use close vision, far vision, depth perception, visual acuteness, color vision, and peripheral vision.

While performing the duties of this job, this position will use right and left hand for simple handling or grasping, firm handling or grasping, and fine handling or manipulation.

While performing the duties of this job, this position will use right and left foot for repetitive movements.

Surroundings

While performing the duties of this job, this position will experience exposure to inside environmental conditions, exposure to outside environmental conditions, exposure to noise, dust, fumes, gases, chemicals, or oils requiring special mitigating precautions or protective gear, working in narrow aisles or passageways, work around moving mechanical parts, working in close quarters, exposure to extreme heat, and exposure to extreme cold.