

Definition

To perform a variety of responsible public works, construction, maintenance, repair, and physical labor activities; to operate power-driven equipment and tools, and to perform related work as required.

Supervision Received

Work is performed under the supervision of the Department of Public Works Director or other designated employee.

Example of Duties and Responsibilities

The following duties are normal for this position but dependent upon the level of skill, ability, and expertise of the individual. They are not to be construed as exclusive or all-inclusive.

Assist DPW Director and team members as directed, including:

- Operate light and heavy trucks, snowplows, street sweeper, backhoe, tractor and other contractor and power drive equipment.
- Operate pumps, air compressors, jet vacuum machine, lawn mowers, and other power-driven equipment and tools.
- Maintain sanitary lift station.
- Perform snow removal activities, with both power and manual equipment, including emergency (24 hours a day) snow removal.
- Perform maintenance work for City properties and structures, including general painting and maintenance.
- Perform emergency (24 hours a day) water and sewer line repair work as required.
- Jet, flush, clean, and repair sanitary and storm sewer mains and laterals.
- Build water and sewer mains; tap and run service lines; build/repair manholes, catch basins and other structures.
- Assist in maintaining parks and recreation equipment and facilities.
- Repair and patch streets; install, repair and replace traffic, street and other signs.
- Repair fences and perform concrete work.
- Service auto, truck, general equipment and facilities.
- Perform varied landscaping and grounds maintenance work. Pruning of trees/shrubs; chip brush.
- Perform rough finish carpentry, construction and bench repair work.
- All types of underground work.
- Install and remove flags, holiday and event banners;
- Regularly clean City properties and structures, and parking areas and empty City trash bins;
- Clean DPW shop area and equipment;
- Other duties as assigned.

Expected to deal with the public and coworkers in a courteous and respectful manner and perform duties in a safe and efficient manner.

### Required Knowledge, Skills and Abilities

- Minimum of high school diploma or equivalent. Associate's Degree is preferred.
- Currently hold a commercial driver's license (CDL), or the ability to obtain one in three months from hire.
- Reasonable knowledge of work methods, practices and procedures involved in a variety of public works construction, maintenance and repair activities.
- Reasonable knowledge of street, sidewalk, water line, sewer line, buildings and grounds maintenance work.
- Reasonable knowledge of the operation of trucks and other automotive and power-driven equipment and tools.
- Be generally available for off-hour emergencies and weekends on call.
- Ability to work under emergency conditions, potentially called up 24 hours a day year round.
- Ability to prepare accurate records, and read blue prints
- Ability to perform heavy manual labor under all types of weather and other conditions.
- Be able to pass physical and random drug testing.
- Ability to understand and follow verbal and written instructions.
- Basic computer knowledge (handheld device for meter reading and laptop for street maintenance software).
- Ability to work effectively as part of a team and individually, keeping a friendly and professional attitude with fellow employees and the public.
- Physically active with good stamina.
- Good personal hygiene and appearance.

### Physical Characteristics of Work

Climbing, stooping, kneeling, crouching, walking, lifting, reaching, hearing, grasping, typing, finger dexterity and repetitive motions are required. Outside work involving frequent standing and walking, includes exposure to cold/snow and heat/rain. Lifting moderately heavy weights of 25-50lbs is required.

Employee may also be exposed to darkness or poor lighting, dirt/dust, fumes/odors, moving machinery, noise, vibration, visual strain, wetness/humidity, mechanical hazards, chemical hazards, traffic hazards, microbiological hazards and bodily injury. The work may also expose the employee to unpleasant social situations, significant work pace pressure and irregular hours.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.