

JOB POSTING

DEPARTMENT OF PUBLIC WORKS

SUMMARY

Performs a wide variety of labor intensive, semi-skilled and skilled task in the day to day maintenance of city facilities and infrastructure.

SUPERVISION RECEIVED

Works under the direction of Assistant Director of Public Works or Director of Public Works.

RESPONSIBILITIES AND ESSENTIAL DUTIES

An employee in this position may be called upon to do any or all of the following essential duties. (These examples do not include all of the duties which the employee may be expected to perform)

1. Repairs and maintains water and sewer mains, fire hydrants and all associated components of water and sewer system.
2. Establish and maintain traffic control in the performance of duties.
3. Operate pickup trucks, heavy dump trucks, salt trucks, backhoes and other equipment in the performance of required duties.
4. Perform routine maintenance on vehicles and equipment, such as check fluid levels and filters on equipment being used.
5. Make concrete and asphalt repairs. Landscape maintenance- mowing, weed whacking and top soil application.
6. Perform snow removal duties with heavy trucks, pickups, tractors and salters.
7. Read water meters as directed.
8. Adhere to established safety policies and procedures and participate in safety instruction and programs.
9. Perform related work as required.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and ability required to perform duties.

-) Experience in the general repair work related to water distribution and sewer systems, including some experience involving installation, servicing and repair of water meters and related equipment.
-) Knowledge and ability to operate common tools and equipment used in the repair and maintenance of water and sewer mains, equipment, streets and grounds.
-) Ability to operate heavy trucks and equipment needed to perform job duties.
-) Ability to work overtime, particularly in emergency conditions.
-) Ability to maintain effective working relationships with fellow employees and the public.
-) Educational requirements include high school diploma or equivalent.
-) A valid Michigan Driver's License with CDL(B) with air brake endorsement and N endorsement (or ability to obtain).
-) Employees in this position are subject to the Federal Drug and Alcohol testing act requirements.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle or feel; reach with hands and arms, stoop, kneel and crouch. The employee is occasionally required to sit, climb or balance and to travel to various locations. The employee may frequently lift or move items up to 60 pounds. The employee may be required to work in the same position for extended periods of time. Specific visual abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and/or heavy machinery, equipment and all types of weather conditions. The employee is frequently exposed to fumes or airborne particles, grease and oil from equipment. The employee may occasionally be required to work in confined spaces requiring skill and training.