

CITY OF WARDEN

JOB TITLE: Maintenance Worker II

EXEMPT: No

DEPARTMENT: Public Works

REPORTS TO: Public Work Director

LOCATION: City Shop

SUMMARY OF POSITION:

Performs heavy and light equipment operation and manual labor in the maintenance, repair, and construction of the City's facilities in all divisions of the Public Works Department; streets, water distribution, sewer collection, parks, cemetery, city wells and storage tanks.

ESSENTIAL JOB FUNCTIONS:

- Performs maintenance, construction, and repair of the City's water distribution system.
- Operates a backhoe to dig ditches to install and repair water services/meters and mainlines.
- Operates a dump truck, front loader, road grader, and flatbed truck to transport various materials and equipment.
- Locates and closes valves to permit repairs to main lines and services; operates tapping machines in the tapping of water mainlines under pressure and install services.
- Flushes water lines and repairs valves including repacking, and replacing all working parts.
- Performs maintenance, construction, and repair of the City's sewer collection system.
- Coordinates and performs routine maintenance and repairs of plant systems and equipment including pumps, compressors, lift stations, screens, piping, and other mechanical equipment to ensure safe and efficient operation according to city, state and federal standards.
- Operates a jet truck and vactor truck to maintain and clean sewer mainlines and manholes.
- Inspect and evaluate problems/condition of the sewer mainlines using TV inspection equipment.
- Maintains and cleans equipment; check gas, water, and oil on a daily basis.
- Uses a variety of hand and power-operated tools and equipment such as asphalt saws, shovels, picks, tapping machines, tampers, power saws, drills, jackhammers, and compressors.
- Adjusts, operates and regulates chemical feed machines, chlorinators, flow control and recording meters to City wells.
- Conducts a variety of water quality tests.
- Maintains accurate records and logs of tests for reporting to state and federal agencies.
- Fabricate, install, maintain and replace directional traffic signs using tools such as post hole digger, power saw, router and paint.
- Assist in the preparation, construction and maintenance of all city facilities; parks, cemetery, ball fields, sidewalks, roads and lawn irrigation
- Subject to 24-hour call back for emergency conditions.

OTHER JOB FUNCTIONS:

- Responds to public inquiries in a courteous, professional manner and provides information accordingly.
- Performs other assignments for city facilities; including painting, basic carpentry, plumbing, and cement work.

- Pull weeds, trim trees, mow and spray chemical.
- Minor vehicle and equipment maintenance
- Performs other duties as assigned.

WORKING CONDITIONS:

ENVIRONMENT: Work is primarily performed outside in varying weather conditions for extended periods of time; to include, but not limited to, temperatures ranging from 120 to -40 degrees, winds up to 80 mph, blowing dust, precipitation including rain, snow, sleet, hail.

PHYSICAL: While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk and hear. The employee frequently is required to stoop, kneel, crouch, or crawl. Occasionally required to stand, walk, sit, and climb or balance. Frequently lifts and/or moves in excess of 50 pounds, Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

HAZARDS: Risk physical hazards from mechanical and electrical equipment. Exposure; to traffic, dust, noise, confined spaces, generated gases, chemicals, hazards associated with heavy equipment and varying structures and properties.

MINIMUM QUALIFICATIONS: (The minimum amount of knowledge and ability required to be hired into the job.)

KNOWLEDGE OF:

- Maintenance, construction, and repair methods, materials and procedures.
- Safety practices and procedures applicable to assigned work.
- Occupational hazards and safety precautions applicable to assigned work.
- Care, maintenance, and safe operation of assigned equipment.
- Methods, materials, and techniques used in the maintenance, construction, and repair of water mainlines, hydrants, sewer mainlines, manholes, storm drains and other projects as required.

ABILITY TO:

- Provides lead direction to unskilled workers.
- Operate heavy equipment, including backhoes, dump trucks, vactor/jet trucks, sewer collection TV equipment, front-end loaders, road-graders in a safely manner.
- Detect needed repairs and make necessary or simple adjustments to equipment.
- Communicate and maintain effective courteously working relationships with other employees and the public.
- Read and understand maps and blueprints.
- Read and write the English language and perform basic math.
- Understand and carry out oral and written instructions and to do work independently in the performance of regularly assigned duties.
- Organize and inspect the work of helpers if needed.
- Work out doors for extended periods of time under unfavorable working conditions.
- Perform heavy manual work in confined spaces, e.g. in manholes and vaults.
- Respond to emergencies on a 24-hour basis.
- Physically performs the essential functions of the job.

EDUCATION & EXPERIENCE: (Any equivalent combination of education and experience which provides the applicant with the knowledge, skills and abilities required to perform the job.)

- High school diploma or G.E.D.
- Two (2) years of experience operating heavy equipment.
- Training necessary to perform assigned tasks, particularly in water distribution and sewer collection areas.

LICENCES, CERTIFICATES, AND OTHER REQUIREMENTS: (Certain licenses and certificates, if required, may be acquired on the job as agreed upon by the City and employee.)
City will determine minimum qualifications for position at time of job posting.

- Valid Washington State driver license.
- Washington State Flagger Certification.
- CDL Class B with appropriate endorsements
- First Aid/CPR Certification.
- Pesticide/Weeds License.

REVIEWED BY:

DATE:

APPROVED BY:

DATE:

EMPLOYEE SIGNATURE:

DATE: