

Maintenance Worker

Department: Public Works

FLSA Status: Non-Exempt

General Definition of Work

Performs intermediate semiskilled work maintaining and repairing public streets, parking lots, traffic signs, crosswalks, equipment and vehicles, performing snow removal, monitoring and maintaining water and wastewater operations, and related work as apparent or assigned. Work is performed under the limited supervision of the Public Works Director. Limited oversight is exercised over Seasonal Workers and Interns.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Repairs and maintains the City's public streets and crosswalks; patches potholes, sweeps streets, grades gravel roads, lays seal coating, removes debris, places cones and/or barricades around hazards.

Repairs and replaces streets signs and street lights; paints traffic and parking lines on the City's streets and parking lots.

Installs and removes holiday decorations; performs snow removal and ice control on city buildings, streets, sidewalks, parking lots, and allies.

Inspects, monitors, and maintains the City's water and wastewater operations; operates and maintains aeration blowers, return sludge pumps and stabilization ponds, diffusers, floats, lift stations, hoses and other assemblies.

Inspects and monitors lift stations; computes daily water readings, performs required wastewater lab testing and collections water samples; performs maintenance on lift stations and pumps.

Maintains sewer lines including jetting and rodding of collection lines, injecting root killer into sewer lines to remove roots, and applying odor control chemicals; performs required wastewater lab testing; computes daily water readings; collects water samples.

Inspects and monitors wells; adjusts and maintains chemical levels in the water system; repairs city fire hydrants; maintains tower and pump house; inspects and locates water and sewer lines; performs tests on water lines; reads, calibrates, cleans, and repairs water meters; performs water main connections as needed.

Repairs and maintains City parks, buildings, and grounds; performs a variety of maintenance, construction and repair work including plumbing, basic electrical, painting, etc.

Performs grounds maintenance and landscape work including mowing, trimming, chipping brush, splitting wood; maintains plants and removes trees.

Performs repairs and preventative maintenance on equipment and vehicles equipment such as changing oil and other fluids, checking tires, changing and sharpening blades, lubricating and cleaning equipment; records work performed according to set procedure.

Assists in preparation of City events to include placing signs and barricades along public ways, putting up fencing, sweeping streets, etc.; performs other miscellaneous cleaning and maintenance work as needed.

Assists other departments, as necessary.

Knowledge, Skills and Abilities

General knowledge of the methods, materials, tools and equipment used in building, utility and grounds maintenance and repair; general knowledge of hazards and safety precautions associated with type of work assigned; general knowledge of applicable codes, pertinent inspection and safety requirements; general knowledge of the traffic laws and regulations governing equipment operation; general knowledge of the safe use, operation and preventive maintenance of the equipment to which assigned; skill in the use of hand and power tools of the trade; ability to read and write; ability to recognize and diagnose problems; ability to understand follow oral and written instructions; ability to make minor repairs and adjustments to equipment; ability to perform manual labor for extended periods, often under unfavorable weather conditions; ability to establish and maintain effective working relationships with associates.

Education and Experience

High school diploma or GED and moderate experience in public works operations, general repairs, equipment operations, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force and occasional exertion of up to 50 pounds of force; work regularly requires speaking or hearing, using hands to finger, handle or feel and repetitive motions, frequently requires sitting and pushing or pulling and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, tasting or smelling and

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lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires working near moving mechanical parts, exposure to outdoor weather conditions and exposure to vibration, frequently requires exposure to wet, humid conditions (non-weather) and occasionally requires working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme cold (non-weather), exposure to extreme heat (non-weather), exposure to the risk of electrical shock and exposure to blood borne pathogens and may be required to wear specialized personal protective equipment; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

Special Requirements

Obtain Class D Water and Wastewater licenses within two years of hire.

Obtain Pesticide and Boiler licenses within two years of hire.

Must meet and maintain all training and education requirements for position.

Valid commercial driver's license with Class B endorsement in the State of Minnesota.

Last Revised: 2/18/2020