

## **PUBLIC WORKS MAINTENANCE WORKER I**

### **NATURE OF WORK**

This is work of a technical nature providing field services in the operation of the city public works department. The position participates in the operation, maintenance and construction activities of: streets, airport, buildings/facilities/equipment, water, wastewater, storm drainage and other similar functions. The work is performed under the supervision of the public works supervisor.

### **EXAMPLES OF WORK**

Operates heavy equipment to include trucks, street sweeper, rollers, tractors, power mowers, sewer jetter, paint equipment, payload, grader, skid loader, etc. May perform plumbing, carpentry, welding, and other work as assigned.

Servicing and repairs city vehicles and equipment for light maintenance and performs heavy maintenance where possible and/or recommends use of outside vendors for heavy work.

Participates in work with crews for patching streets, road preparation for seal coating, street sweeping, snow plowing and removal, salting of ice areas and other related street maintenance.

Assists in the repair of lift stations, watermains, sanitary sewer, storm drainage lines, catch basins, booster pumps, water meters, fire hydrants and other related infrastructure items.

Maintains airport grounds, buildings and other airport structures. Mows lawns, cuts weeds, plows snow on runway, taxiways and driveway access.

Performs general maintenance on city buildings and facilities such as; making repairs, building modifications/enhancements, painting, cleaning, clearing sidewalks of snow and refuse, and parking lot upkeep.

Serves in on-call capacity for regular weekend and after-hours duties.

Assists in performing the duties related to the operation of the water and wastewater facilities such as: reading meters, flow charts, conducting facility locates.

Assist with the installation and repair of water, sanitary sewer and storm drain line infrastructure, and/or assist outside contractors with same to include valves, fittings, meters, fire hydrants, and all accessories, and tap mains.

Use hand tools and technical/nontechnical equipment to carry out all work assignments.

Performs other work as necessary or required.

## **EDUCATION AND EXPERIENCE**

High school education or equivalent.  
Valid Class B Commercial Driver's License  
Ability to obtain certification as a Water Supply Operator Class D  
Ability to obtain certification as a Wastewater Treatment Facility Class D  
Experience or education in related field is desirable.

## **KNOWLEDGE, ABILITIES AND SKILLS**

Knowledge of the practices, methods, techniques, tools and equipment used in automotive repair, carpentry, plumbing and other related areas of the department.  
Some knowledge of mechanical systems.  
Ability to analyze situations and determine the proper course of action.  
Ability to cope with situations firmly, fairly, courteously, tactfully.  
Ability to follow oral and written instructions.  
Ability to establish and maintain effective working relationships with fellow employees and the general public.  
Skill and care in the use of all equipment.  
Skill in the maintenance of public works facilities equipment and physical plant.  
Skill in repair and maintenance of equipment.

## **ACCOUNTABILITIES/CONDITIONS**

Reports to: Public Works Supervisor

Special Conditions:

1. Must be available for on-call status and be ready and available for call outs as necessary or required.
2. Valid Class B Minnesota Commercial Driver's License.
3. Must live within 30 minutes of Milaca.

Physical Requirements:

1. Ability to sit in vehicles/equipment and office furniture.
2. Ability to walk, stand, bend, squat, crawl, sit up and look up.
3. Ability to climb, and to deal with heights.
4. Ability to see/observe various activities related to job.
5. Ability to hear voices, radios and pages.
6. Ability to lift/carry weight of 100 pounds or more.
7. Ability to stand extreme variations in temperature from 100 + degrees F to -40 degrees Fahrenheit
8. Ability to sustain work in adverse weather conditions to include snow, rain, wind and other elements for long periods of time.