

City of Strafford

Job Description

Job Title: Maintenance Worker

FLSA Status: Non-Exempt

PRIMARY PURPOSE

Assists in repair and maintenance of City water system, sanitary sewers, street maintenance, parks maintenance/groundskeeping, right-of-way maintenance, and maintenance of other City properties as assigned; performs entry-level equipment operation.

SUPERVISION

Under direct supervision of Public Works Director or Crew leader.

DESCRIPTION OF WORK

- Participates as a crewmember in the maintenance, repair, cleaning, and/or construction of the City's water system, sanitary sewer system, streets, rights-of-way, parks/grounds, as well as facilities and property maintenance.
- Reads City water meters.
- Installs new water meters/pits as well as performing disconnects and reconnects.
- Picks up trash, rocks, leaves, limbs, debris, and concrete blocks and loads into containers or dump trucks for removal.
- Cuts weeds or brush, uses brush chipper as directed, utilizes chain saw to trim branches from trees, and operates riding tractor with PTO implements as well as farm-type tractor with mowers and attachments on steep slopes and amid traffic as required.
- Paints with a brush, roller, or airless paint gun for various Public Works projects.
- Assists in removing, forming, and placing concrete; rakes and levels asphalt in preparation for construction projects as required.
- Operates dump and flat-bed trucks, snowplows, salt spreaders, backhoes, skid-steer loaders, asphalt patching equipment, zero turn radius mowers, flusher/vac trucks in performance of essential duties.
- Utilizes necessary equipment including hand and power tools, jackhammers, asphalt tamper, patch roller, etc. to complete a variety of construction work.
- Drives vehicles and equipment with standard and automatic transmissions to various work sites.
- Reads and applies instructions and labels for product and equipment operation.
- Utilizes appropriate safety equipment and procedures.
- Performs minor electrical and plumbing repair work as assigned.

IMPORTANT FUNCTIONS

- Services and makes minor repairs to assigned equipment.
- Maintains equipment/tools through proper care and maintenance.
- Performs duties of other comparable level positions as required.
- Maintains simple records, logs, paperwork, etc. as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities: Knowledge Principles, procedures, and equipment involved in the construction, maintenance, repair, and/or cleaning related to parks, water systems, sewers, public roads, or other related projects; basic math when making calculations involving concrete, land area, etc.

EXPERIENCE, EDUCATION, AND TRAINING

- High school diploma or equivalent, and
- Required:
 - A minimum of one (1) year of relevant experience in repair, maintenance and/or construction work in street maintenance, groundskeeping, building maintenance, plumbing, electrical, and/or water system or sewer system maintenance experience; and
 - A minimum of one (1) year of experience in the operation of dump trucks, flusher/vac trucks, skid-steer loaders, backhoes, or comparable equipment operation.
- Preferred:
 - At least three (3) years of relevant experience in repair, maintenance and/or construction work in street maintenance, groundskeeping, building maintenance, plumbing, electrical, and/or water system or sewer system maintenance experience; and
 - At least three (3) years of experience in the operation of dump trucks, flusher/vac trucks, skid-steer loaders, backhoes, or comparable equipment operation.

PHYSICAL REQUIREMENTS

- Performs bending, squatting, crawling, climbing, twisting, kneeling, and reaching both to ground level and overhead; lifts and carries up to 80 pounds and/or pushes and pulls up to 100 pounds as required; holds and grips objects; subject to working in awkward positions and periods of prolonged walking, sitting, or standing. Must have ability to enter confined spaces for some assignments.

WORK ENVIRONMENT

- Primarily outdoors with exposure to dust and pollen; subject to a variety of extreme weather conditions; susceptible to mechanical and electrical hazards associated with equipment and wiring; may be exposed to hazardous chemicals and other safety hazards due to working in and around traffic. Subject to constant and extreme noise, poor lighting and ventilation, fumes, and odors. Work in confined spaces at times.

LICENSING/CERTIFICATION

- Valid Missouri Driver's License (at a minimum).
- Class "B" CDL – If applicant does not already possess a Class "B" CDL, must be obtained within six (6) months of employment. **Candidates must possess endorsements such as airbrakes and tanker.**

Miscellaneous Requirements:

- Must pass pre-employment drug testing.
- Required to work on-call shifts and subject to emergency call-in.

Selection Guidelines:

- Formal application, education and experience, oral interview, reference and background checks, and any job-related tests will be considered in the selection process.

- The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

THE CITY OF STRAFFORD IS AN EQUAL OPPORTUNITY EMPLOYER.

My signature below signifies that I have read the job description in its entirety and understand its contents. I can perform the essential functions of the job with or without a reasonable accommodation.

Employee Signature

Date