CITY OF EVANSDALE

JOB DESCRIPTION 02/20

JOB TITLE: Public Works Labor Grade I

DEPARTMENT: Public Works

REPORTS TO: Public Works Director/Wastewater Foreman

PRINCIPAL PURPOSE OF JOB: Responsible for performing at a high level of proficiency all routine and non-routine functions of maintenance, installation, and repair work for streets, sewers, and traffic as assigned.

LEVEL OF AUTHORITY: Performs routine and non-routine tasks as assigned with only general direction, with closer direction for new or particularly troublesome aspects of the work. Reports to Job Foreman.

WORK ENVIRONMENT: Work is primarily performed outdoors in every kind of weather conditions and in confined spaces under unpleasant conditions. Depending on task performed, the noise intensity ranges from moderate to very loud. Some tasks require working with very hot materials and hazardous substances. Work performed in this job may place the employee at risk of occupational exposure to bloodborne pathogens.

ESSENTIAL JOB DUTIES/RESPONSIBILITIES:
1. Proficiently operate City equipment units such as tractor, backhoe, skid loader, front-end loader, power lawn mowing equipment, paint striping equipment, and dump truck to perform any operation as necessary to accomplish the required work. This includes loading and transporting the equipment to work sites using truck and trailer.

2. Perform all functions of Maintenance Work to install and repair streets, sewer lines, manholes, storm sewers, and catch basins; to make sewer connections; and to test installation according to established procedures.

3. Perform installation, maintenance, and repair of directional and traffic signs and operations of striping machine and other spray paint equipment.

4. Locate main and lateral sewer lines and connections for contractors, utility companies, and citizens. Interpret maps and use standard detectors to specify locations and identify locations with paint or stakes.

5. Assists with the overall administration and sewer plant operation system. This includes lagoon system, above ground tanks and buildings, underground lines and mains and all other treatment and operations equipment.
6. Perform mowing and spraying along curbs, sidewalks, and curb gutter lines, mixing chemicals for weed spraying equipment; operating chain saw to clear storm damage; and operating main lift to trim trees.

7. Perform snow removal, salting and sanding of streets and sidewalks during the winter months. Sweep streets spring and fall. Raise and lower storm sewer gates, inspect and repair storm sewer pipes, outlets, gates, and system maintenance.

8. Prepare damage and/or incident reports in accordance with established procedures.

9. Perform all work in accordance with all federal, state, and local laws, rules, and regulations, and is performed within mandated and appropriate safety standards.

10. Respond to public inquiries in a courteous manner and refer inquiries to Foreman as appropriate.

11. Conduct required preventive maintenance work on assigned equipment.

12. Follow OSHA trenching and shoring laws.

ADDITIONAL JOB DUTIES AND RESPONSIBILITIES:
1. May perform portions of the work of higher classified positions occasionally, as assigned.

2. May perform duties of similar complexity in any City department as required or assigned.

QUALIFICATIONS:

Technical
1. Must possess a valid Iowa State driver’s license.

2. Must possess or obtain a commercial driver’s license (CDL) to operate appropriate vehicles and equipment.

3. Must be able to obtain State certification to operate weed-spraying equipment.

4. Must be able to be trained in confined space procedures.

5. Must be able to obtain a first-aid/CPR card.

6. Desirable to have pesticide certification.

7. Must have thorough knowledge of the methods, materials, tools, and equipment used in street and sewer maintenance obtained through experience as a Maintenance Worker or similar position. This includes a thorough knowledge of safety hazards and procedures, including public safety concerns.
8. Must have thorough knowledge of OSHA trenching and shoring laws.

**Physical Capabilities**

1. Physical strength and ability sufficient to perform as assigned heavy manual labor for extended periods, sometimes under dirty and uncomfortable conditions and in all kinds of weather. Heavy labor is defined, for example, as operating an 85-pound jackhammer, boosting to height of head 100-pound sandbags, lifting 40-pound bags of glass beads up 3 or 4 feet, and carrying 100-pound bags of concrete short distances.

2. Physical strength and stamina to shovel and hand rake up to several tons of 300-degree asphalt in a day, as well as tolerance for the heat as workers walk in the hot asphalt as they shovel it.

3. Ability to work at heights in boom truck or man lift.

4. Ability to walk for entire shift as assigned for weed control during spraying season.

**Other Capabilities**

1. Flexibility to be available for emergency call-outs during off-duty hours.

2. Ability to stay calm and work logically in emergencies and stressful situations.

**Use of Tools and Equipment**

Proficiency in the use or operation of all tools and equipment necessary to perform all street and sewer maintenance functions.

**GENERAL NOTES**

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an all-inclusive list of responsibilities, duties and skills required of personnel so classified in this position.

The City of Evansdale reserves the right to make revisions or additions to this position deemed necessary.

The City of Evansdale is an Equal Opportunity Employer.

As an absolute condition of employment, employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products in any form while on the job.

Position is subject to pre-employment drug testing and physical exam.

Note: This job description includes the primary job duties and requirements for this position. However, it is not intended to provide an exact description of all job duties and requirements. The City reserves the right to change this job description at any time.
The City places a high premium on its image and, as such, expects all employees to consistently behave in a manner which reflects positively upon the City of Evansdale.