

PUBLIC WORKS MAINTENANCE WORKER I

Basic Function: Install, maintain, and repair sewer collection pipes, water mains and services, and meters. Read consumption data from utility meters. Assist with customer services. Operate and maintain a variety of vehicles and mechanical equipment. Perform related work as required.

Supervision Received: Work is performed under the direction and supervision of the Public Works Director and the Public Works Foreman. Daily assignments are made, work is performed with minimal supervision and may be checked in progress and upon completion.

Responsibilities and Duties: An employee in this position may be called upon to do any or all of the following: (Employee may be expected to perform additional tasks as required.)

1. Install, maintain, and repair sewer collection pipes, water mains and services, and meters.
 - a. Make excavation cuts and perform restoration work.
 - b. Install and repair sewer collection pipes, water mains, water services, and related utility equipment and services.
 - c. Clean sanitary sewer pipes.
 - d. Locate and stake out water and sewer pipes and services.
2. Operate and maintain a variety of vehicles and mechanical equipment.
 - a. Operate heavy and light trucks to haul materials, equipment and supplies to work sites.
 - b. Operate mechanical and power-driven equipment, such as sewer cleaner, earth bore machine, air compressors, power tools, pumps, etc.
 - c. Assist in maintenance and light repair of vehicles and equipment.
3. Install, read and/or repair water and sewer meters.
4. Respond to and assist with various customer service needs and complaints.
5. Assist with repair and maintenance of buildings, equipment, tools, etc.
6. Perform related work as required.
7. Availability and flexibility for on-call and extra hours as required to meet workload, operational and emergency work needs at any time and on any day.
8. Ability to report to the Public Works department within 20 minutes when on call (207 W Lakewood Blvd.)

Desirable Qualifications for Employment: An employee in this class, upon appointment, should have the equivalent of the following knowledge, training, and experience.

Maintenance Worker I

1. Knowledge of the procedures and practices for operating and maintaining assigned vehicles and

equipment.

2. Knowledge of safety procedures and precautions involved in public works projects and operations.
3. Skill in operation of vehicles, equipment and tools.
4. Skill in establishing and maintaining effective working relationships with employees and with the general public.
5. Ability to work independently with minimal direct supervision.
6. Ability to perform physical labor involving lifting, pulling, and carrying heavy loads (+50 lbs) and working outdoors in all types of weather conditions.
7. The ability to read, write, speak, and understand the English language.
8. Required training includes a high school diploma or equivalent. Some experience in construction and equipment operation is preferred. A Michigan motor vehicle operator's license is required, along with the ability to obtain a commercial driver's license (CDL). A Water Distribution Operator S-4 certification is desired.