

Position Description

Position/Title:	Experienced Seasonal Public Works Maintenance Worker
Department:	Public Works
Immediate Supervisor:	City Administrator
Classification:	Full-Time, Temporary - Seasonal, Non-Exempt

Primary Objective

Under the daily direction of Senior Maintenance Workers and general supervision of the City Administrator, this position performs a variety of non-supervisory tasks in the repair, maintenance and construction of public works infrastructure and facilities and delivery of public works services. The position is required to perform all tasks in an effective, competent and professional manner. The position is responsible for adhering to all policies and values of the City of Delano while at work.

Essential Duties

- 1. Perform a variety of tasks in the maintenance and repair of streets, storm sewer, sanitary sewer, parks, buildings and grounds, and related facilities. Typical work may include, but not be limited to the following:**
 - a. Performs a wide variety of work in connection with streets, sanitary sewer, and storm sewer systems.
 - b. Prepare and maintain park facilities, athletic fields, ice rinks, playground equipment, public facilities and grounds.
 - c. Mows grass, trims weeds, maintains trails and assists with landscaping.
 - d. Cleans and maintains storm water infrastructure, including gutters, culverts, catch basins, and other drainage structures.
 - e. Operates light and heavy mechanical equipment to assist with tasks.
 - f. Collects and transports garbage and dog waste from collection containers throughout the City.
 - g. Performs tree trimming and tree maintenance.
 - h. Assists with snow and ice removal and street sweeping

- 2. Performs work in collaboration and cooperation with other City staff**
 - a. Assists other employees in the Public Works Department with daily tasks and services
 - b. Takes the lead when assign and properly manages the execution and performance of assigned tasks
 - c. Provides direction and supervision for seasonal and/or temporary staff as needed
 - d. Maintain good working habits and be willing to work with others in order to contribute to a positive working climate.

- 3. Performs work in accordance with the City's Mission and Values, including but not limited to:**

- a. Reflect and maintain a professional demeanor while performing tasks in public and while communicating with residents and other staff members.
- b. Respond promptly, politely and effectively to questions and complaints from residents, staff members and others.

4. Performs all other duties as assigned

Minimum Qualifications

1. High school diploma or equivalent.
2. Three years past experience and general knowledge of skills and abilities required to work within a public works department.
3. Class B commercial driver's license.
4. Ability to acquire new licenses related to public works.
5. Ability to be trained in all functions of public works departments including all related equipment, machinery and tools.

Required Knowledge, Skills and Abilities

1. Ability to communicate effectively, both orally and in writing.
2. Ability to build and maintain a team-oriented work environment.
3. Problem solving skills.
4. Skill in the operation, repair and maintenance of public works tools, equipment, machinery and facilities.
5. Ability to perform tasks that require considerable physical strength and effort.
6. Ability to follow oral and written instructions.
7. Knowledge of hazardous materials and ability to work safely with them in work related tasks.
8. Ability to respond to public works situations outside of normal working hours, such as snow events.

Working Environment

The Public Works Maintenance Worker functions in a varying work environment depending on the circumstances. Work is achieved in the office, within a motor vehicle, operating heavy and/or light equipment, and consistently outdoors often under adverse weather conditions. Position requires the use of paving and patching materials during hot or humid weather conditions, application of, and exposure to, a variety of hazardous chemicals, contact with sanitary sewage, and exposure to noise due to maintenance activities. The Maintenance Worker works in confined places, and is exposed to raw sewage and hot asphalt which may contain a variety of hazardous and toxic materials, and will occasionally work at high elevations such as water towers. The position is highly visible to public while performing work tasks.

Physical Demands

Vision: Normal vision needed with or without correction. Requires both near and far acuity.

Hearing: Normal hearing needed.

Speech: Must be able to communicate effectively with others.

Lifting: May on occasion be required to lift up to 25 pounds or more. Must be able to handle shovels, hoses, ladders, and other equipment.

Walking and mobility needed: Must be able to walk up and down stairs, outdoor terrain and in buildings.

Hands and arms: Must be capable of reaching (extend the hands or arms in any direction); handling (seizing, holding, grasping, turning, or otherwise working with hands); fingering (picking, pinching, or otherwise working with fingers); and feeling (perceiving attributes of objects such as size, shape, texture, temperature by means of receptors in skin, particularly those of the fingertips).