

## **Job Description**

<b>Job Title:</b>	Maintenance Worker	<b>Department:</b>	Public Works
<b>Classification:</b>	Non-Exempt	<b>Date of Issue:</b>	5/10/2024
<b>Reports To:</b>	General Supervision	<b>Wage:</b>	\$26.00/hour w/ Merit Increase Program

## **Position Summary**

City of Sheboygan Falls Maintenance Worker – Under general supervision, performs semi-skilled, skilled, and specialized labor, including complex physical and mechanical tasks. Responsible for the operation and routine maintenance of trucks and construction-related equipment and facilities, including parks, as required by the supervisor for the successful operation of the department. This position requires above-average physical strength and stamina, including the ability to work outdoors under all climatic conditions and the ability to work long hours and evenings for emergencies or as conditions warrant response.

## **Essential Duties & Responsibilities**

1. Operates all Department of Public Works related equipment such as front-end loader, sewer-jet, blacktop roller, concrete saws, chipper, crack router, tar kettle, pumps, and drives all CDL level trucks to perform necessary work.
2. Performs safe and effective operation of trucks with front plow and side wing mounted snow and ice removal equipment. Hauls sand, gravel, dirt, snow, refuse, materials, and equipment as deemed necessary.
3. Participates in the inspection and maintenance of all storm and sanitary sewers, catch basins, manholes, culverts, other drainage-related areas, and other public works projects.
4. Performs general maintenance on water distribution equipment, wastewater pump stations, and related equipment.
5. Performs landscaping, grounds maintenance and set-up at parks, cemetery, and other public places.
6. Cleans and maintains public area grounds and equipment.
7. Assists in tree planting, trimming, and removal.
8. Keeps accurate records, makes reports, and performs additional tasks as required by his/her supervisor when said tasks are deemed proper for the department's operation.

## **Qualification Requirements**

Knowledge of proper uses and techniques for using materials, equipment, power, and hand tools for ground maintenance, repair, construction, and other departmental activities.

Have the skills and willingness to perform general manual labor, maintenance, and construction duties outdoors and under all climactic conditions.

Working knowledge of the occupational hazards and safe work practices involved in the Department of Public Works operations.

Must possess a valid Wisconsin Commercial Driver's License (CDL) with endorsements "ABCD" in good standing. A "Tanker" endorsement is beneficial.

## **Education and/or Experience**

High school diploma or a GED Certificate recognized by the WI Department of Public Instruction.

## **Language Skills**

Must be able to communicate effectively in both written and verbal form with various city personnel and members of the public and maintain working relationships with other staff and contractors.

## **Reasoning Ability**

This individual must possess a strong mechanical aptitude and demonstrate a good work ethic and problem-solving skills. Interpersonal communication and organizational skills are critical, along with a strong sense of responsibility and initiative. Work closely with the supervisor and coworkers to perform a variety of tasks. Ability to work independently in a fast-paced environment with frequent interruptions.

## **Pre-employment Requirement**

Job offers for this position are contingent upon the individual passing a pre-employment drug screen and background check.

## **Physical Demands**

The physical demands described here represent those that an employee must meet to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential functions.

Above-average physical strength and stamina are required while performing the duties of this job. The employee is regularly required to stand, walk, bend, and handle materials, which may range from 50-75 pounds for sustained periods. Also required is the ability to perform tasks related to repetitive motions using hands, legs, and back. The employee frequently is required to work outdoors in all climactic conditions. Some exposure to disagreeable features using the appropriate Personal Protective Equipment (PPE). The employee is occasionally required to work evenings and long hours and must be able to respond to call-ins after normal hours.