## Public Works Maintenance Worker

**Reports To: Director of Public Works**

**Job Overview**
The Public Works Maintenance Worker under the direction of the Director of Public Works performs all functions necessary for the completion of public works projects. Key responsibilities include performing a variety of tasks relating to the upkeep and maintenance of the City's streets & sidewalks, parks, storm sewer, and cemetery, as well as operating equipment.

**Responsibilities and Duties**
The responsibilities and duties to be performed by the Public Works Maintenance Worker shall include but not be limited to:

- Make roadway repairs, performing such repair functions as crack sealing, pothole filling, hauling and spreading fill dirt and gravel, and hauling and laying of roadway surface materials.
- Install, repair and maintain road marking and signage.
- Perform routine and preventive equipment maintenance (i.e., grease, fluid change, minor repair).
- Perform rudimentary woodworking, welding, grinding, and drilling.
- Monitor and maintain recycling/compost site.
- Maintain and repair wastewater and storm sewer utilities facilities including but not limited to jetting sewers, maintaining wastewater pump and lift stations, hydrant repair and replacement, replacement of residential/commercial water meters, and assisting with repair of water main breaks.
- Maintain city parks, facilities, and playground equipment.
- Turf maintenance, prune trees and shrubs, pickup leaves and tree and stump removal.
- Plant, water, and maintain landscaped areas consisting of bushes, trees, flowers, shrubs, and lawns.
- Perform concrete work, as necessary.
- Assist in digging graves and cremations within the City Cemetery.
- Clean and maintain storm drains and culverts to keep water flowing freely.
- Plow snow during snow removal operations and adjust to schedule changes due to weather and increased need for snow and ice removal operations.
- Repair, rebuild, and install streetlight fixtures/poles.
- Respond to necessary emergency response remediation to address City emergencies related to weather, fire, police, street or water situations.
- Assume other duties and responsibilities as assigned by the Mayor, City Administrator, Common Council or Director of Public Works.

**Qualifications**

- High school diploma or equivalent.
- Must possess a valid Wisconsin Driver's License with CDL endorsement upon hire and maintain such licensing during entire course of employment or be able to obtain a CDL within one year of employment.

- Submit to random Department of Transportation drug screening tests.
- Two (2) years' operating large trucks or similar equipment desired.
- Experience in Forestry, Arboriculture, or Horticulture a plus.
- Ability to identify complex problems and review related information to develop and evaluate options and implement solutions.
- Strong technical and mechanical skills.
- Ability to work in a small, fast-paced work environment
- Customer-oriented

**Physical demands and working environment**
The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential job functions.

**Environment: Exposure**: extremes of temperatures, other outdoor conditions and noxious fumes and odors when maintaining City equipment or property and performing other required activities. Exposure to moderate hazards when operating heavy equipment, snowplows or using power tools. Exposure to long hours of driving during snow removal operations. Works with asphalt, crack sealing material, concrete, salt, oil, gasoline, diesel fuel, herbicides, paint, traffic control signs, trash, weeds, tree limbs, dirt, rock, sand and gravel.

**Physical:** While performing the duties of this job, the employee is frequently required to walk; use hands and fingers to handle or feel objects, tools or controls; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee is occasionally required to stand, sit, and reach with hands and arms. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 75 pounds. Public Works employees have contact with the public and therefore are required to maintain a professional appearance. Work clothes shall be clean and neat at the beginning of each workday. The physical demands described here are representatives of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

External and internal applicants, as well as potion incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

This 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 Sheboygan Falls is a Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer.