Public Works Department

Maintenance Worker I

Nature of Work:

The Maintenance Worker I performs a variety of semi-skilled and unskilled tasks in the maintenance, repair, and construction of streets, water and sewer systems, storm drainage, parks, grounds, and public facilities. Work is performed under general supervision, with duties varying as assigned to meet the department's needs.

Essential Duties & Responsibilities:

- Perform maintenance and repair on public infrastructure, including streets, sidewalks, curbs, gutters, signage, drainage systems, water and sewer lines, and other facilities.
- Assist in asphalt and concrete work such as patching, forming, pouring, and finishing.
- Operate a variety of hand tools, power tools, vehicles, and equipment safely and effectively.
- Maintain city parks, landscaped areas, and grounds by mowing, trimming, planting, irrigation, and cleanup.
- Assist with water and wastewater system operations, including reading meters, detecting leaks, and cleaning sewer lines and manholes.
- Respond to work orders, service requests, and citizen concerns in a professional and timely manner.
- Support seasonal and special assignments such as snow/ice removal, storm response, event setup, and holiday decorations.
- Perform preventive maintenance and minor repairs on tools and equipment.
- Follow safety procedures, wear appropriate PPE, and identify workplace hazards.
- Carry out other related duties as assigned by supervisors, with assignments varying based on departmental priorities and city needs.

Qualifications:

Education: High school diploma or GED (or equivalent).

Experience: Some experience in maintenance, construction, utilities, or related work preferred.

Licenses: Valid driver's license required; CDL may be required for specific assignments.

Skills/Abilities:

- Ability to follow written and verbal instructions.
- Knowledge of basic construction methods, materials, and tools.
- Ability to safely operate equipment and perform physically demanding work in all weather conditions.
- Ability to communicate effectively and work cooperatively with the public and coworkers.

Work Environment & Physical Demands:

- Work performed primarily outdoors, in all types of weather.
- Frequent lifting (50+ lbs.), bending, kneeling, climbing, and working on uneven terrain.
- Exposure to noise, dust, chemicals, traffic, and occasionally confined spaces.
- May require overtime, standby, weekends, or holidays in response to emergencies or special projects.
- Employees may be asked to assist during emergencies as operational needs arise; however, this position is not designated as on-call.

Supervision:

Reports to the Public Works Director, Division Superintendent, or Foreman (in the absence of the Superintendent). Work is performed under general supervision, with assignments varying according to operational needs.