

MAINTENANCE WORKER I

Under supervision, performs a variety of tasks to assist others in operation and maintenance functions. Performs related responsibilities as required.

This is the entry level position assigned work under close supervision in the performance of a wide variety of routine operations and maintenance tasks that do not require previous experience. Generally, work is observed and reviewed during performance and upon completion, and changes in procedures or exceptions to rules are explained in detail as they arise.

KEY RESPONSIBILITIES:

* Assists in the preventative maintenance of equipment.
* Performs routine preventative maintenance tasks.
* Oils, greases and cleans equipment as directed.
* Performs heavy manual labor and ground maintenance work.
* Refurbishes equipment and structures.
* Maintains equipment and machinery.
* Performs basic carpentry, plumbing, electrical and painting tasks utilizing hand and power tools.
* Replaces fluorescent tubes, light bulbs, and ballasts.
* Operates city vehicles and equipment to perform job.
* Drives and operates heavy trucks and specialized vehicular equipment.
* Installs signs, traffic cones and barricades.
* Paints building surfaces, furniture, fixtures, signs, traffic control lines, etc.
* Performs related duties as required.

REPORTING RELATIONSHIPS:

This position reports to the Public Works Supervisor.

DESIRABLE QUALIFICATIONS:

Knowledge of/Skill in/Ability to:

* Learn the operations of various equipment.
* Perform minor repairs on pumps, valves and other equipment.
* Perform heavy manual labor and ground maintenance work.
* Develop and maintain effective working relationships.
* Communicate effectively in written and oral form.
* Understand and follow oral and written instructions.
* Basic math.
* Basic carpentry, plumbing, electricity, and pipefitting.
* Check, test, install and repair electrical equipment.
* Repair and install plumbing fixtures.
* Use power and hand tools.
* Read and understand maintenance instruction manuals.
* Give and follow verbal and written instructions.
* Demonstrate and observe safe work practices.
* Establish and maintain effective working relationships with employees and the general public.

EXPERIENCE AND EDUCATION:

Any combination of experience and education that could likely provide the required knowledge and abilities would be qualifying.

* High School graduation or G.E.D. equivalent.

SPECIAL REQUIREMENTS:

* Valid Driver’s License by time of appointment.

PHYSICAL DEMANDS:

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

The employee must occasionally lift and/or move up to 60 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

COMPENSATION AND BENEFITS:

* Department: Public Works – Unrepresented Employee
* Salary: $2,588 – $3,145 Monthly – starting pay step based on qualifications
* 12 days of vacation
* 11 holidays per year
* Health/dental/vision/life insurance
* PERS 2@ 55 for current members or 2 @ 62 for non-members
* ICMA 457 Deferred Compensation Program available
* Wellness Program
* Employee Assistance Program