

City of Early, Iowa

Position

Title: Part Time Maintenance Worker

Reports to: Superintendent - Department of Public Works (DPW)

Supervises: None

General Summary

Perform a variety of semi-skilled tasks assisting in the construction, repair and maintenance of buildings, parks, and other public works facilities. Aid in the routine and ongoing maintenance and repairs of all city owned equipment.

Essential functions may include, but are not limited to the follow:

- * Maintain parks and park facilities, performing necessary landscaping and grounds keeping work to include mowing, trimming, weeding and spraying when needed.
- * Assist in maintaining and repairing City owned buildings
- * Set up street barricades for special events, clean litter/trash, maintain litter containers and outdoor furniture.
- * Assist SDPW in performing repairs/maintenance of streets, water and wastewater equipment, pipelines and facilities.
- * At times work in and around raw sewage
- * Assist in removing/trimming trees and keeping branches picked up as needed.
- * Paint street markings and city buildings/equipment as needed.
- * Assist in the maintenance/repair of street signs as etc....
- * Clean and maintain equipment used in the course of work.
- * Assist in maintaining water quality by taking samples and performing tests when called upon.
- * Learn the operation of and safely operate some city equipment (mower, trimmers, chain saw, payloaders etc....)
- * Assist in the moving and removal of snow during winter months
- * May be occasional weekend/holiday work if situation arises.
- * Follow all safety policies of City of Early and Public Works Dept
- * Perform other related duties as required/assigned.

Materials, equipment and tools: Shovel, rake, , trucks, power tools, chain saw, sander, weed eater, paint machine, hammer, wrench, pry-bar, pipe cutter, chain cutter, cement chain saw, man lift use up to 44 feet high, tapping machine, street sweeper, welder and torch. Pavement oils, asphalt, petroleum products not limited to gasoline, diesel and motor oils, liquid propane, cement products, earth material (including dusts from them), latex paint, water, brass parts, cast iron pipe, aluminum parts, galvanized parts, PVC pipe products, ABS pipe products, glues and primers, old lead pipe joints, non-friable asbestos cement pipe, epoxy glues and various cleaners and disinfectants.

Minimum Qualification: Possess Iowa driver's license with good driving record. Knowledge of; Methods, procedures, tools, techniques, equipment and supplies used in park and building maintenance work. Use of equipment used in the field of custodial building maintenance. Safe work practices. Safe driving practice Have the ability to; perform semi-skilled and skilled maintenance tasks in the construction, maintenance and repair of public works. Operate Pickups, Trucks and moderately light power-driven equipment when assigned. Use the hand and power tools and equipment required in general building and grounds maintenance work. Perform heavy manual labor for extended periods under sometimes unfavorable conditions, read and write for successful job performance, understand and carry out oral and written directions and Work cooperatively with other employees and the public.

Minimum Education and Certifications: High School Graduate or GED, Iowa Drivers license.

Physical Requirements: Work in underground excavations with shoring. Work in "others" construction work sites. Work out of a man lift up to 44 feet high. Work in and around raw sewage and wastewater, chlorine fumes, raw sewage waste fumes and sewer gases. Constant exposure to sun, walking on uneven surfaces, bending, kneeling, squatting, twisting, exposure to airborne dust and loud noises; frequent climbing of ladders of up to 12' above ground, driving, working on slippery surfaces, working with toxic substances; occasional lifting of items weighing up to 75 pounds, lifting above shoulders, climbing of ladders of up to 20' above ground; ability to work in confined and cramped spaces; repetitive hand motion; hear verbal instructions; climb in/out of ditches; turn valves, lift and carry pipes; dig ditches; small motor skills, and climbing flights of stairs.

I have read the Maintenance worker I job description and I understand the duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does no exclude them from the position if the work is similar, related or a logical assignment to the position.

The 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

Employee

Date