

City of Genoa

Public Works Maintenance Worker

Job Description:

This position requires demonstrated competency and increasing independence, knowledge and ability in performing routine and special assignments in a variety of maintenance program areas in the Public Works Department.

Position Summary:

This classification is a full-time position assigned to a rotational program in the Public Works Department. The Maintenance Worker assists other Divisions within the Department to augment their personal during a normal workday, performs unsupervised weekend operations, and responds to emergency call-outs when notified.

Duties and Responsibilities:

Duties in all Divisions include some or all of the following: Operates hand and power tools, light and heavy construction equipment and specialized wastewater equipment. Handles and applies chemicals. Takes water samples and performs minor laboratory tests to assure compliance with regulatory standards. Performs asphalt and concrete removal and replacement. Includes considerable time standing, sitting, walking, driving, kneeling, stooping, crouching, squatting, climbing ladders, crawling, twisting of upper body, lifting heavy objects, operating heavy tools and equipment. Significant amount of time spent working outdoors, working in confined spaces; occasional extreme noise or vibration; working around electrical, mechanical, chemical or explosive hazards. May be required to operate heavy equipment. May be required to interact with customers on site or when requested; may be required to utilize department or Citywide software applications to maintain records or perform various duties.

Wastewater: Operates, inspects, maintains, and repairs city vehicles, equipment, buildings, and wastewater collection and pumping system facilities including piping, valves, lift stations, pumps, motor controls, portable and stationary generators, measuring devices, communications systems and related appurtenances to insure efficient operations.

Water: Operates, inspects, maintains, and repairs city vehicles, equipment, buildings, and water distribution system facilities including piping, storage tanks, meters, hydrants, valves, pumping stations, pumps, controls, measuring devices, cathodic protection systems, communication systems, and related appurtenances to insure efficient operations.

Streets/Forestry: Operates, inspects, maintains, and repairs city vehicles, equipment, buildings, and public facilities including, piping, storm drains, catch basins, sub-drains, ditches, parks, open space, communications systems and related appurtenances to insure efficient operations. Installs, removes and replaces asphalt and concrete. Installs traffic barricades, traffic and parking control signs, traffic markings and paint yellow curbs. Trim and install City trees, perform restoration work to parkways, open spaces, and City easements.

Knowledge: Standard and job-specific methods, materials, terminology and safe work practices when performing streets and utility repairs, building maintenance, vehicle & equipment repairs etc. Safe work practices when operating vehicles, equipment, and the use of portable and hand tools.

Skill in: Physical stamina and strength to operate a variety of tools and equipment, perform physical tasks for long periods of time, and ability to lift light and heavy loads (20-90 lbs.); physical flexibility to move objects and operate equipment; demonstrate ability to safely operate and drive vehicles and equipment.

Ability to: Listen, understand, retain, follow, apply verbal and written instructions or directions; learn effective and safe operation of equipment and tools; establish and maintain cooperative working relationships with others; respond courteously to public inquiries; recognize and use safe work practices; learn and retain specific and general information concerning equipment, functions, and projects; be available for standby and emergency response coverage (before and after regular work hours; weekends, and holidays).

Education: Completion of high school or the equivalent.

LICENSES, CERTIFICATES, REGISTRATION:

Licenses: Possession of a valid Illinois Class CDL Driver's License with class B endorsement; maintain required CDL driver's license and a good driving record.

