



Town of Lakeview

PUBLIC WORKS MAINTENANCE

Full-time Union Position

Job Description

JOB PURPOSE

Performs effective and efficient public works maintenance and repair of the Town of Lakeview's streets, utility systems, buildings, and parks and, operations of light, medium, and heavy equipment.

The position is a full-time union position and works under the direction of the Public Works Director and Town Manager.

PRINCIPAL ACCOUNTABILITIES / PRIMARY FUNCTIONS

1. Performs a variety of work related to the construction, operation, maintenance, and repair of Town systems including streets, sidewalks, water lines, water storage, fire hydrants, sewer mains, manhole, wastewater lagoons, wastewater farmlands, flood retention, building maintenance, vehicle maintenance, equipment maintenance, housekeeping, and other work as required.
2. Have a valid Oregon Driver's License, CDL required after 1 year of employment with Public Works.
3. Routine operator maintenance such as pre-and post-operation checks, maintaining proper fluid level, changing parts, cleaning, etc., on motorized equipment. Adhere to establish maintenance schedules for equipment.
4. Perform reading service and record maintenance for water meters, well meters, wastewater meters, and other recordings as required.
5. Follow all safety rules and procedures for work areas.
6. Perform other duties as required or assigned.

SUPERVISION: Works under the supervision of the Public Works Director

ESSENTIAL FUNCTION REQUIREMENTS

Certification: Ability to obtain and maintain CDL within a year of the start date required to operate large, heavy, or placarded hazardous material vehicles in the United States in commerce.

(Source: <https://driving-tests.org/cdl-classification-licenses/>).

QUALIFICATIONS

Essential and Required Qualifications:

Education: High school diploma or equivalent is required.

License and/or Certification: Employee is required to obtain and maintain Oregon Department of Public Safety Standards and Training Certification as Telecommunications and Emergency Medical Dispatcher and obtain LEADS certification. Failure to obtain and maintain certification is grounds for separation of employment.

The position is subject to a background investigation and drug screen as a safety-sensitive position.

WORKING CONDITIONS

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to fumes or airborne particles. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals, extreme heat, and risk of electric shock.

The noise level in the work environment is usually moderate but may occasionally be loud.

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 essential functions. While performing the duties of this job, the employee is frequently required to use hands to manipulate, handle, or feel objects, tools, or controls. The employee frequently is required to lift up to 50 pounds. And, occasionally up to 100 pounds.

General knowledge and familiarity with safety precautions, construction techniques, and public works equipment and operations.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to apply concepts of basic algebra.

REASONING ABILITY

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several variables in standardized situations.

OTHER SKILLS and ABILITIES

General knowledge and familiarity with safety precautions, construction techniques, and public works equipment and operations.

SALARY: Per the labor contract