



TOWN OF PLATTEVILLE

Public Works Department
400 Grand Avenue
Platteville, Colorado 80651
970.785.2245 - 970.785.2476 (fax)

APPLICATIONS BEING ACCEPTED UNTIL SEPTEMBER 12, 2022 FOR ONE AVAILABLE POSITION as:

PUBLIC WORKS MAINTENANCE WORKER 1, 2 or 3 JOB DESCRIPTION

Revised August 2021

ONE Full-time, benefited, non-exempt position with the Public Works Department is currently available. Hours for this position will generally be Monday - Friday, 7:00 a.m. to 3:30 p.m.

Scheduled on call duty for nights and weekends required on a rotating basis.

Public Works Maintenance Worker 1

*Salary Range \$19.00/hr. (\$39,500/yr.) - \$22.00/hr. (\$45,760/yr.)

General Statement of Duties:

Performs a wide variety of maintenance and construction work on Town streets, parks, cemetery, other Town owned public facilities and water and sewer systems: including maintenance and some janitorial work. Much of the work is outdoors and can expose the employee to extreme and harsh weather conditions; ranging from very hot to bitter cold.

Supervision Received:

Works under the supervision of the Public Works Director and Public Works Foreman.

Examples of Duties:

The following examples are intended to be illustrative only and are not intended to be all inclusive: The Town of Platteville retains the right to modify or change the duties or essential and additional functions at any time.

May be called out for emergencies even when not on the rotational on-call schedule.

Performs a wide variety of tasks on various projects including cleaning and mowing ditches, maintaining storm drainage systems, works with tools and equipment necessary to dig and fill graves, spray weeds, sweep and repair streets, remove snow, mow grass and irrigate parks and cemetery.

Use and/or operation of dump truck, street sweeper, road grader, backhoe, tractors and attached implements, riding mowers, drills, grinder's cutoff and chain saws are required.

Performs preventative maintenance on Town vehicles and equipment; performs repair work on equipment and vehicles; and maintains records of all maintenance and repair work performed.

Prepares and maintains cemetery grounds; digs grave, using pick, shovel and backhoe; sets stone bases; and straightens and maintains grave markers.

Will assist with repairing water leaks, installing water meters, un-plugging sewers, and operation the water and waste water systems.

Public Works Maintenance Job Description

Other Duties as Assigned

There are many miscellaneous jobs and tasks to be completed. Due to the number and variety, it is not possible to list them all.

Knowledge, Skills and Abilities:

Requires the ability to establish and maintain effective, respectful working relations with superiors, fellow workers and the public. Must have the ability to remain calm in stressful environment and maintain a good attitude and demeanor towards others.

Requires knowledge of safe work practices in the operation of heavy equipment, light equipment, Town vehicles and power tools; and in safe methods of performing maintenance and construction work.

Ability to perform strenuous physical work for extended periods of time, in and out of doors and during extreme weather conditions from very hot to bitter cold.

Ability to maintain and complete minor repair work on town equipment, vehicles and facilities. Experience and desire to complete major or more complex mechanical repairs would be preferred.

Education and Experience:

Must be at least 18 years of age. High School education or the equivalent is desirable. Ability to communicate verbally and in written form is necessary to this position.

Basic computer literacy will be needed to fulfil this position.

Prior experience in a municipal public works environment is a benefit but not required.

Special Requirements:

Must possess and maintain a valid Colorado Driver's License and safe driving record. Colorado Commercial Driver's License (CDL) Class B preferred.

Equal Opportunity Employer:

The Town of Platteville is a drug-free workplace that provides employment opportunities in compliance with all pertinent federal, state, and local laws and Town values that promote employee participation in the delivery of quality services to and on behalf of the community. Accordingly, the Town celebrates diversity in the workforce.

The Town will conduct a Pre-employment Background Investigation.

All new hires with the Town of Platteville are subject to a 6-month (minimum) probationary period.

The Town of Platteville is an "at will" employer.

Public Works Maintenance Job Description

PW Maintenance Worker 2 and 3

Must meet all of the requirements for PW Maintenance Worker 1 as well as the following additional criteria.

PW Maintenance Worker 2

*Salary Range \$21.00/hr. (\$43,680/yr.) - \$24.00/hr. (\$49,920/yr.)

- Must have at least two (2) years experience in municipal public works or related field AND
 - Must have or obtain Class B CDL (Commercial Drivers License) OR
 - Must have or obtain Class 1 Distribution Water Operators License OR
 - Must have or obtain Class 1 Collections Waste Water Operators License OR
 - Must have or obtain Class D Waste Water Operators License OR
- Have another skill or ability that is determined by the Town Manager and PW Director to be equal value to the licenses listed above. Examples could be: mechanical expertise and knowledge or other trade skills or experience that enhance the daily operations of the PW department.

Any combination of the licenses AND experience along with satisfactory evaluations could allow the employee to be designated as PW Maintenance Worker 2.

PW Maintenance Worker 3

*Salary Range \$23.00/hr. (\$47,840/yr.) - \$26.00/hr. (\$54,080/yr.)

- Must have at least four (4) years experience in municipal public works or related field AND
 - Must have or obtain Class B CDL (Commercial Drivers License) OR
 - Must have or obtain the next Class Distribution Water Operators License OR
 - Must have or obtain the next Class Collections Waste Water Operators License OR
 - Must have or obtain the next Class Waste Water Operators License OR
- Have another skill or ability that is determined by the Town Manager and PW Director to be equal value to the licenses listed above. Examples could be: mechanical expertise and knowledge or other trade skills or experience that enhance the daily operations of the PW department.

Any combination of the licenses AND experience along with satisfactory evaluations could allow the employee to be designated as PW Maintenance Worker 3.

Any person having met the experience and licensing criteria could qualify for PW Maintenance Worker 1, 2 or 3 at any time after hire date and successful completion of the probationary period.

*The salary for any position will be based on available funds within the Town budget.