

CITY OF ST. JOHNS
PUBLIC WORKS DEPARTMENT

CLASS TITLE: Technician II

DEPARTMENT: Public Works

LOCATION: Public Works Yard

GENERAL PURPOSE:

Performs a variety of semiskilled maintenance work and operates a variety of equipment in the construction, operation, repair, maintenance and replacement of City water, sewer, street and storm drainage facilities and systems.

SUPERVISION RECEIVED:

Works under the general supervision of a Technician IV.

SUPERVISION EXERCISED:

None generally. May serve as a lead worker over lower level technicians.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Inspects and/or repairs chlorine machine, booster pumping stations, reservoirs, meters, streets, drainage systems and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.

Maintains a variety of records relating to inspections, maintenance activity, water supply, consumption, etc. for all city facilities.

Determines the location of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to excavation.

Responds to complaints regarding water leaks, pressure loss or no water; evaluates situations; explains findings to supervisor.

Contacts residents and business owners or areas where services will be discontinued and explains when services will be shut off and how soon they will be turned back on.

Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

Drives trucks of various sizes and weights for the loading, hauling and unloading of various equipment, gravel and sand.

Performs routine inspection and preventative maintenance on assigned equipment and refers defects or needed repairs to supervisors; cleans equipment.

Operates light and medium-sized construction and power equipment, such as mechanized broom, jetter/inductor truck, backhoe/loader, digger derrick, man-lift, dump truck, snowplow and inductor truck.

Operates jackhammers, mowers and other small equipment and tools to maintain all city-owned grounds and facilities and street and utility systems.

Performs all duties in conformance to appropriate safety and security standards.

Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.

Assists in the training of lower level employees to increase their skills in the maintenance, construction and repair of water, sewer, street and storm drainage facilities as well as sprinkler and irrigation systems.

Assists in the installation and maintenance of traffic control devices.

Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

Performs other duties as assigned.

PERIPHERAL DUTIES:

Serves on various employee or other committees as assigned.

NONESSENTIAL DUTIES:

Controls traffic at work sites by flagging to guide traffic through work areas as required or assigned.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- A. Graduation from high school or GED equivalent; and
- B. Two (2) years of experience relating to construction, maintenance, or repair; or
- C. An equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities:

A. Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.

B. Skill in operation of some of the listed tools and equipment.

C. Ability to perform heavy manual tasks for extended periods of time; ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS:

Water and Sewer Employee - Valid Commercial Drivers License, Wastewater Treatment Grade 1, Wastewater Collection or Water Distribution Grade 1.

Roads Employee - Valid Commercial Drivers License, Wastewater Treatment Grade 1, 16 hours of educational course work approved by Public Works Director.

TOOLS AND EQUIPMENT USED:

Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper, plate compactor, saws, pumps, oil propane kettle, compressors, sanders, generators, common hand and sewer rodder equipment, power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch, sewer rodding equipment and oil distribution truck.

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.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls, and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk, sit, climb or balance, stoop, kneel, crouch or crawl, and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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

The noise level in the work environment is usually loud.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview and reference check. Job related tests may be required.

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 not 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.