

JOB DESCRIPTION

Department	Public Works
Position	Public Works Worker I
Wage Status	\$20.16/hr. – \$21.62/hr. DOQ
Supervised By	Public Works Director and/or Public Works Superintendent

Position Objective Someone who is willing and able to grow in their role with the Town of Hayden through the Public Works Department. Employee should be a hard worker, proactive, willing to learn, and be a team player.

DUTIES AND RESPONSIBILITIES:

- Works independently with general direction from Supervisors
- Maintenance and upkeep of landscape, parks and recreational fields.
- Operation of necessary equipment owned by the Town of Hayden to perform tasks assigned.
- Perform routine maintenance on Town vehicles and equipment.
- Perform maintenance and assist with operations of water and wastewater plants.
- Perform maintenance and assist with water distribution and wastewater collection systems.
- Perform reading and maintenance of water meters.
- Provide information to supervisors and peer employees regarding equipment conditions when repairs are anticipated and/or needed.
- Always work in a safe manner.
- Other duties as assigned by Supervisors.

SKILLS:

Equipment operation, safety, some mechanical knowledge, willingness to get job done, hard worker, diligence in all aspects of job, some public relations and interactions as necessary.

EXPERIENCE:

Experience in operations and maintenance of landscaping specifically parks and recreational maintenance; experience in the operation of various pieces of

equipment preferred; knowledge of operation and maintenance of mechanical and electrical devices (pumps, motors, etc.).

EDUCATION:

High school graduate or GED certificate required, associates degree or higher encouraged.

WORKING CONDITIONS:

Inclement weather; dust; noise; exposure to and operation of equipment in all kinds of weather and other uncomfortable conditions.

MENTAL AND PHYSICAL DEMANDS:

Routine duties, basic decision-making. Standing, stooping, reaching, lifting heavy objects, carrying, operation of equipment as well as hand tools (shovel, picks, jackhammer, etc.). Manual dexterity, manipulating, bending, kneeling, climbing. Will often be required to lift weights of 50 to 100 pounds. There will be a pre-employment assessment of the physical requirements of the position that applicant will be required to pass along with a drug test and background screening.

ADDITIONAL REQUIREMENTS:

In addition to normal shift hours the following are requirements of the position:

- On-call for snowplowing, plant operation and emergencies requiring shift work – days, nights, weekends and holidays.
- On call includes one night a week as well as rotating weekends and mandatory on call November 1st-April 1st for snow plowing 24/7, including all weekends and holidays.
- Valid Colorado Driver's License.
- Must obtain CDL Class "A" within six months of employment.
- Must obtain Small Systems Water and Wastewater licenses within two years of employment.
- Must live within 5 miles of City Limits within one year of hire date.

SUPERVISION:

Works under the supervision of the Public Works Director and/or Public Works Superintendent.