



CITY OF POTLATCH

P. O. Box 525
Potlatch, Idaho 83855
Phone: 208-875-0708

TITLE: MAINTENANCE WORKER

BASIC FUNCTION:

Under the direction of the Mayor, perform a variety of unskilled to semi-skilled duties in construction, maintenance, repair and operation of City parks, grounds, buildings, streets and/or water and wastewater facilities and systems; operate a variety of light vehicles, equipment and hand and power tools.

DISTINGUISHING CHARACTERISTICS:

The Maintenance Worker classification represents the entry level to the maintenance department in Potlatch. Incumbents may be assigned to one or more areas of City operations.

ESSENTIAL JOB DUTIES:

The incumbent shall work well under pressure; meeting multiple and sometimes competing deadlines. The incumbent shall always demonstrate cooperative behavior with colleagues and supervisors.

Perform a variety of unskilled to semi-skilled duties in the construction, maintenance, repair and operation of City parks, grounds, buildings, streets and/or water and wastewater facilities and systems.

Perform a variety of cleaning and minor maintenance of facilities, including minor painting, carpentry, plumbing and general custodial; paint, repair, maintain and deliver commercial refuse containers; maintain and perform basic repair of irrigation systems.

Cut and control brush and vegetation; mow and trim grass and weeds and aerate grounds; load and unload materials from trucks.

Dig and backfill excavations manually and using light equipment; assist in a variety of construction projects and duties, including building forms and mixing, pouring and finishing cement.

Operate a variety of light equipment, trucks and hand and power tools; operate heavier vehicles and equipment under supervision; transport or drive equipment for maintenance and repair.

Maintain records of daily activities, including work performed, labor requirements and supplies used; determine needed supplies and materials and purchase supplies according to established procedures.

Assist with planting, pruning and spraying trees and shrubs, apply herbicides, pre-emergents and fertilizers; remove litter and debris from roadways and transport to the City landfill.

Assist in the installation, cleaning, maintenance and repair of water and wastewater lines, streets and manholes; enter and work in underground manholes, chambers, vaults and conduits; assist with hand and power rodding and with operating sewer line television equipment.

Assist in the installation of new water services and the maintenance of existing water mains, services, hydrants and meters as assigned. Read water meters.

Assist in flushing and removing debris and roots from sewer and drain lines; remove old pipe and lay new pipe lines, mains, services and hydrants, clean storm drains; maintain and repair closed conduit drainage

Assist in street and pavement construction and repair; participate with asphalt patching; clean curb lines and streets.

Assist in the cleaning and maintenance of heavy equipment, lift station equipment and facilities.

Respond to emergency call-outs as required; assist with flagging and traffic control as assigned.

Address City maintenance concerns as needed including but not limited to pot holes, trees needing trimmed, etc.

Report public nuisances and violations to City officials.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic construction and maintenance procedures and practices.

Operation of light vehicles and equipment.

Operation and use of hand and power tools and equipment used in general construction and maintenance work and grounds keeping

Basic grounds maintenance procedures including mowing, edging, raking and weeding.

Basic health and safety practices.

Basic knowledge of computers.

ABILITY TO:

Perform a variety of unskilled to semi-skilled duties in the construction, maintenance, repair and operation of City parks, buildings, streets, water and wastewater facilities and systems.

Assist skilled personnel in construction, operation, maintenance, and repair projects.

Operate tools and equipment used in general maintenance work.

Perform general grounds maintenance duties including mowing, edging, and weeding.

Apply specialized chemicals to control and eradicate weeds, insects, and other pests.

Learn layout and operation and activities of buildings, grounds, streets, water, and wastewater systems.

Learn local topography and geography.

Learn to operate light and heavy vehicles and equipment.

Learn to read blueprints and shop sketches.

Understand and follow oral and written directions.

Work cooperatively with others.

Observe health and safety regulations.

Observe legal and defensive driving practices.

Use a computer.

EDUCATION AND EXPERIENCE:

Any combination equivalent of sufficient training and experience to demonstrate the knowledge and abilities listed above.

LICENSES AND OTHER REQUIREMENTS:

Valid Idaho Driver's License and valid Idaho auto insurance.

Some positions in this class may be required to obtain a commercial driver's license with applicable endorsements.

Must test and pass license exams for drinking water, wastewater, wastewater collections and land application within two years of employment. The City of

Potlatch's system is classified as a Class I Drinking Water System and a Class I Wastewater/Lagoon System.

WORKING CONDITIONS:

ENVIRONMENT:

Outdoor environment.

Working around dust and chemicals.

Driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Climbing ladders.

Standing.

Pulling and pushing.

Lifting and carrying items weighing up to 50 pounds.

Walking.

Kneeling or crouching.

Heavy physical labor.

Will receive vaccinations for working with wastewater.

HAZARDS:

Exposure to chlorine gases.

Working around and with machinery having moving parts.

Working at heights.

Extreme weather conditions.

Working in heavy traffic areas.