

**CITY OF SALEM
PUBLIC WORKS MAINTENANCE OPERATOR I**

**00631
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30631**

NATURE OF WORK

This is semi-skilled or skilled manual or servicing work in one or more areas in Public Works facility or utility systems involving installations, maintenance, repair, and construction activities.

Work involves responsibility for performing one or a variety of duties of a semi-skilled manual or servicing nature involving the maintenance, repair, and construction of Public Works utility, building maintenance or related facilities. Work frequently involves the operation of trucks and other standard and special construction and maintenance equipment. Work may be performed with independence after the routine is learned and some incumbents are responsible for the completion of jobs without specific instruction or guidance. More complex operations are usually performed under direct supervision as a member of a crew. Employees of this classification are responsible for using all safety precautions, performing work to standards, ensuring work location is left clean and safe and proper documentation is completed. Work is subject to review by an operational supervisor for compliance with standing procedures, specifications, and work orders. This is not a supervisory classification, however work direction of volunteers or community service workers may be an occasional responsibility.

Work is distinguished from the Maintenance Operator IIs within Public Works by the II's responsibility to perform complex maintenance and construction responsibilities including the on-going operation of more complex construction equipment and the greater authority to plan and lead others in the completion of work assignments, the specialized knowledge of the area of assignment in which the Maintenance Operator II works, and the overall complexity, proficiency and responsibility for safety at a work site.

ILLUSTRATIVE EXAMPLES OF WORK

(Any single position of a class will not usually involve all of the essential duties listed and many positions will involve essential duties which are not listed.)

As a member of a crew, assists in the maintenance and construction of Public Works utility facilities such as installing signing, coning, or barriers as instructed, flagging traffic, hand digging to locate utilities, supplying tools and equipment during progress of work; constructing forms, leveling surfaces in work on sidewalks, curbs, and street paving utilizing a variety of equipment and tools; assisting in installation and repair of water mains, services, hydrants, valves, etc., flow monitoring, storm sampling, tapping sewer lines, sewer line cleaning, and also CCTV equipment. Hauls gravel or spoils to and from the work location. Cleans tools, and equipment and returns to appropriate locations after assignment

is completed; ensures work site is clean, removes signing, barricades, or coning after project is completed. Operates guide vehicles during street marking, heavy equipment transport, street paving, etc.

As a member of a crew, assists in performing painting, carpentry, cement finishing, and similar trades. Work requires performance of manual tasks such as graveling streets and alleys, asphalt patching and water and sewer mains and services. Operates a variety of equipment such as dump trucks, bobcats, diagnostic tools and power hand tools for repair and construction. As a member of a crew or individually, participates in the repair and construction of barriers, sidewalks and streets, bridges, culverts, guardrails, sewer lines, water lines and other facilities.

Operates street construction and maintenance equipment including propane fired liquid asphalt kettles, crack sealing kettles, asphalt pavers, and street construction equipment including all dump trucks with a variety of attachments, front end loaders, large tractors and mowers, street flushers, and performs a variety of routine servicing and field maintenance on construction equipment.

Routinely uses power and other tools in the course of work. Routinely operates dump trucks, loaders, flusher trucks, large tractors, flail mowers, bobcats, trenchers, small street sweepers, truck/trailer combinations (i.e. transporting backhoe to job site via truck and trailer), forklifts, and specific heavy equipment unique to the area of work assigned. Tools and equipment such as compressors, generators, jackhammers, pressure cleaners, chippers, hydraulic pumps and jacks, portable pumps, etc. are utilized in connection with work assignments. Occasionally operates bucket or crane trucks, etc. This classification would not normally operate other construction equipment such backhoes, rollers, graders, caterpillars, tractored crane trucks, etc. May assist in transporting any needed equipment from one location to another. May utilize a variety of modern office equipment such as personal computers on occasion to retrieve information. Utilizes a variety of maps and diagrams in the performance of work.

Performs other related work as required.

WORK QUALIFICATIONS

Experience in general maintenance, repair, and construction with experience in street right-of-way facilities utility systems and public improvements is desirable, particularly within area of assignment or specialty; or any equivalent combination of experience and training which provides the following knowledge, skills, and abilities:

Knowledge of the appropriate materials, methods, procedures, tools, and equipment appropriate to the operational area or specialty to which assigned.

Knowledge of the occupational hazards involved and the safety precautions necessary in area of work assignment.

Ability to perform a variety of assigned semi-skilled to skilled duties and change from one project to another without loss of efficiency or quality.

Ability to read maps, interpret plans and specifications, and keep records of time and materials used.

Knowledge of the types and uses of tools and equipment used in maintenance, repair, and construction work.

Ability to perform a variety of manual tasks with some independence after initial instruction.

Ability to understand and follow oral and written instructions.

Some positions may require possession of a valid Oregon Driver license, Class A commercial licenses with appropriate endorsements, B or C license and the ability to meet City driving standards or the ability to move efficiently from one location to another daily.

Work is generally performed in a field setting in all types of weather and field conditions from urban high traffic areas to open fields often involving work at heights or subterranean locations. The nature of the work often requires availability to respond during off-duty hours, in the evenings or on weekends. Work frequently involves moving from one physical location to another and performing physical tasks requiring bending stooping, moving equipment and tools, and agility sufficient to perform maintenance, repair, or construction tasks under varying weather conditions and in confined spaces. Work involves exposure with safety precautions to sewage, dust, dirt, solvents, cleaners, lubricants, fumes, and other chemicals related to work assignment area. Work may require some work involving the infrequent use of modern office equipment such as using a personal computer.

Position may require availability for standby duty during non-work hours.

Personnel Director