



TOWN OF BUENA VISTA
Job Title:
Street Maintenance Worker / Water
System Technician

Department: Public Works	Pay Grade: 4
Reports to: Public Works Director	Wage Range: \$18.25 - \$25.17 per hour
Work Location: Public Works Shop – 755 Gregg Dr.	Effective Date: January 6, 2021
FLSA Status: Non-exempt	Revision Date:
Full Time: X Part Time:	Approved By: Shawn Williams

JOB SUMMARY

Perform a variety of manual labor and equipment operation duties required in the daily operations of the Public Works Department.

JOB DUTIES

The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The Town of Buena Vista reserves the right to modify or change the duties or essential and additional functions of the job at any time.

- Manual labor duties including but not limited to digging holes and trenches, patching, shoveling various material debris cleanup to maintain Town streets and water infrastructure.
- Operate a variety of light to heavy equipment.
- Operate a variety of power and hand tools.
- Perform construction, maintenance and repair work of Town streets, sidewalks, alleys, parking lots and gutters. This includes patching potholes, grading, trenching, asphalt paving and crack sealing.
- Identify maintenance or repair needs on assigned equipment. Perform routine service on assigned vehicles including filling with fuel, water and oil as well as checking brake systems and other safety devices.
- Under the supervision of the Water Department Supervisor, will assist in the operation of the water treatment plant processes and water distribution system.
- Perform water quality tests as required by the Colorado Department of Public Health and Environment.
- Perform fire hydrant and main valve maintenance and make necessary repairs.
- Inspect waterline installations, perform water meter readings, perform inspections and maintenance on water meters.
- Respond to customer complaints and investigate water issues.
- Perform leak detection duties and water utility locates as requested.
- Maintain daily activity records and maintenance logs as required.

- Perform work in a safe manner and comply with safety standards and procedures, traffic laws and traffic control methods.
- Interact with the public in a courteous and professional manner.
- Perform other duties as assigned and required.

SUPERVISORY RESPONSIBILITIES

None

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Snow removal
- Basic construction

Skills and Ability to:

- Operate vehicles and equipment such as tandem trucks, patch trucks, air compressors, forklifts, skid steers, loaders, backhoes, tractors, snowplows, vans and pickup trucks.
- Operate power and hand tools such as jackhammers, concrete saws, drills, trowels, floats, rakes, shovels and brooms.

EDUCATION AND EXPERIENCE

- **Education/Training:** High School diploma or equivalent.
- **Licenses:** Must possess and maintain Colorado driver’s license. Must possess and maintain Colorado Commercial ‘B’ Driver’s License with air brake endorsement or obtain one within one (1) year of employment.
- **Certificates:** Must possess a Class D Water Treatment Certification and Class 1 Water Distribution Certification or obtain both within one (1) year of employment.
- **Work Experience:** At least one (1) year experience in construction and operation of light construction equipment.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the functions of the job. Work involves walking, talking, hearing, using hands to handle, feel, or operate objects, tools, or paper, and reaching with hands and arms.

- **Environment:** Work is typically performed in all types of outdoor environments, requiring frequent exposure to extreme heat, extreme cold, and wet weather conditions; frequent exposure to dry, dusty, and noisy, environments. Occasional exposure to concrete dust, hot asphalt, fumes, solvents, grease and oil may occur. May be exposed to chemicals, water, and underground hazards.
- **Physical:** Requires frequent heavy lifting/carrying (50 lbs. and over), pushing, pulling, reaching, climbing, crawling and twisting. Must be able to walk on uneven and or slippery surfaces,

stand, bend, stoop and sit for extended periods of time. Work requires physical and visual capabilities to operate passenger vehicles, trucks, and motorized equipment. Must be able to use both hands and fingers and perform repetitive motions. Must be able to work around machinery and moving vehicles in traffic environments. Must be able to read and write and understand directions. May be required to work long or non-traditional hours to fulfill organizational needs, projects, emergencies, or special circumstances. May be required to be "on call".

- **Vision:** The employee must have good close, distance, and peripheral vision, as well as depth perception and the ability to adjust focus.
- **Hearing:** The employee must be able to talk and hear in order to communicate information and maintain awareness of the environment and must be able to use a telephone.

ACKNOWLEDGEMENT

By signing below, you are acknowledging that you are in receipt of this job description:

Signature

Date

Printed Name