

City of Glenwood
Public Works Maintenance Worker

General Definition of Work

Performs intermediate skilled trades work installing, repairing, and maintaining streets, sidewalks, and related facilities, performing grounds maintenance and assisting in the repair and maintenance of buildings and equipment, and related work as apparent or assigned. Work is performed under the supervision of the Public Works Director.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.

Essential Functions

Maintains street and sidewalk safety, including plowing, sanding, blading, patching, and sweeping; repairs and cleans catch basins, paints crosswalks and parking lots, maintains and repairs street signs, street decorative lights and banners, steams open storm sewers and culverts.

Handles vehicle and equipment maintenance and repair; tunes and repairs gas and diesel engines, adjusts or replaces brakes, hydraulic systems, electrical systems, performs welding, torching, and other repairs on vehicles and equipment as needed.

Performs building maintenance, including cleaning buildings inside and outside, carpentry, concrete, plumbing, painting, and staining.

Performs park and facilities maintenance and repair.

Cleans restrooms, handles plumbing issues, maintains fire pits; waters parks and maintenance pumps and sprinkler system.

Installs and repairs playground equipment.

Installs, maintains, and removes docks and fishing pier.

Maintains ball fields by dragging, mowing, chalking lines, and repairing fences.

Services and repairs equipment.

Removes diseased trees, trims trees, handles brush removal and burning, mixes compost.

Performs mowing and trimming of grass around buildings and trees.

Assists with installing and maintaining ice rinks, including flooding, painting, and resurfacing.

Checks runway and windsock lights at the airport; verifies fuel levels and changes pricing on system.

Responds to locates and marks storm sewers, water/sanitary sewer mains and other City utilities as needed.

Attends various committee meetings.

Assists with custodial duties at City Hall, park facilities, and Library as needed.

May be required to apply pesticides, purchase related chemicals, calibrate sprayer, and arrange time and location of spraying.

May be required to handle safety inspections, including fire extinguishers, emergency lighting, building safety devices, etc.

May serve on Safety Committee, including updating MSDS as needed.

May be required to provide on-call services and trouble-shoot alarms at City sanitary sewer lift stations, wells, and other City facilities.

Participate in on-call schedule after normal business hours and on weekends/holidays.

Knowledge, Skills, and Abilities

General knowledge of the safe use, operation, and preventive maintenance of street maintenance equipment; general knowledge of grounds and building maintenance, some knowledge of the materials, equipment, tools, and techniques of building or mechanical trades; some knowledge of computers and software, skill in the use of specialized equipment and hand tools, ability to understand and follow specific oral instructions; ability to start City generator; ability to perform manual labor for extended periods, often under unfavorable weather conditions; ability to lift heavy articles; ability to read and write; ability to establish and maintain effective work relationships with associates.

Education and Experience

High school diploma or GED and moderate experience operating heavy equipment, performing road and mechanical maintenance, grounds maintenance, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 50 pounds of force, and occasional exertion of up to 100 pounds of force; work regularly requires speaking or hearing, using hands to finger, handle, or feel; stooping, kneeling, crouching, or crawling and reaching with hands and arms, frequently requires standing, walking, sitting, pushing or pulling, lifting, and occasionally requires climbing or balancing, tasting or smelling and repetitive motions; work requires distance vision, ability to adjust focus, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, frequently working near moving mechanical parts, exposure to fumes or airborne particles, exposure to extreme heat (non-weather), and exposure to vibration and occasionally requires exposure to toxic or caustic chemicals and exposure to the risk of electrical shock; work is generally in a loud noise location (e.g. heavy traffic, large earth-moving equipment).

Special Requirements

Possession of an appropriate commercial driver's license valid in the State of Minnesota, within 6 months.

May require Boiler's License, within 6 months.

May require Pool Operator License, within 6 months.

May require State Tree Inspector certification, within 6 months.

May require License To Apply Pesticides, within 6 months.