

BRIAN HEAD TOWN CLASS SPECIFICATION

Title: Part-time Public Works Technician I
Department: Public Works

GENERAL PURPOSE

Performs a variety of entry level skilled duties related to the construction, installation, maintenance and repair of utility service systems including streets, water transmission and distribution and wastewater collection.

SUPERVISION RECEIVED

Works under the Direction of the Public Works Director

SUPERVISION EXERCISED

None

HOURS/SCHEDULE

The position is based on an annual average of 30-32 per week and is not eligible for the Town's benefit package. During busy seasons, like snow removal and summer construction, hours will likely exceed 32 hours per week. However, schedule will be adjusted during off-peak seasons to stay within the annual average (30-32 hours per week).

GENERAL DESCRIPTION OF DUTIES:

Streets: Receives project assignments and completion schedules; takes assigned equipment, materials and manpower to the appropriate site and completes the project as directed by the supervisor. Operates specialized heavy equipment such as single & tandem axle dump trucks, road graders, front-end loaders, backhoe, bucket trucks, snow plow. Operates trucks, snowplows, and sanders in hauling, plowing, and cleaning streets; performs cement work on flat surfaces, curbs, and gutter; grouts surfaces and joints; performs in a variety of street maintenance projects and road work; patches chuck holes, transports road materials, maintains roadways. Participates in work site safety procedures; sets up barricades, safety signs and signal equipment; may perform flagging assignments to assure work zone safety; works in extreme weather conditions.

Water: Operates backhoe and trenching equipment; performs installation or repair of water service connections, water lines and meters, repairs or replaces fire hydrants and plugged water meters; repairs water mains; cleans and maintains storage tanks; conducts water sampling; may read residential and commercial water meters. Installs new water lines; builds meter boxes; builds extensions to raise or lower existing boxes as needed. Operates a variety of hand tools and small power equipment such as jack hammers, roller, compressors, packing machine, threading machine, tapping machine and tampers; cleans tools and equipment to assure proper working order. Participates in work zone safety procedures Searches out shut off valves; water line leaks; assists in placement of pipe, operates six or ten wheel transport trucks.

Sewer: Performs sewer collection system maintenance, and repairs. Installs new sewer mains; taps mains to make service connections; repairs leaks in sewer system(s). Maintains and cleans sewer collection system main lines; inspects manholes and sewer lines; opens clogged sewer lines using various pipe cleaning equipment.

Maintains and services Town owned facilities, vehicles and equipment; maintains Town of Brian Head trails and parks; follows Town of Brian Head and Brian Head Public Works, Policy and Procedures and Safety manuals; assists in other Public Works projects or Town projects as needed. All other duties as assigned.

MINIMUM QUALIFICATIONS

Education and Experience:

Minimum Qualifications may include graduation from high school or equivalent; and, sufficient experience and training to demonstrate aptitude or ability to perform above or related duties;

OR

An equivalent combination education and experience.

Other Skills and Training:

Must possess a Commercial class B drivers license required. Must be able to lift 50-75 pounds. Ability to handle heavy physical labor Must be willing to work on-call and 24-hour standby.

Special Qualifications:

Good knowledge of construction and construction practices; familiarity with construction tools and equipment. Ability to adapt to varying work assignments