

CITY OF MUNISING

JOB DESCRIPTION

TITLE: DPW MAINTENANCE III

FLSA NON-EXEMPT

GENERAL SUMMARY

UNDER IMMEDIATE SUPERVISION OF SUPERINTENDENT OF PUBLIC WORKS OR PROJECT WATER AND SEWER DEPARTMENT FOREMAN, PERFORM A VARIETY OF CONSTRUCTION, REPAIR, AND LABOR FUNCTIONS TO PROPERLY PROVIDE CITY SERVICES.

SPECIFIC DUTIES

1. DRIVES VARIOUS KINDS OF VEHICLES SUCH AS DUMP TRUCKS, PICK-UP TRUCKS, AND SANDING TRUCK TO TRANSPORT LOOSE MATERIALS SUCH AS GRAVEL, TOP SOIL, SAND, SNOW, ETC.; TO MAINTAIN CITY RIGHTS-OF-WAY; AND/OR TO GET TO JOB LOCATIONS.
2. INSPECTS VEHICLE EQUIPMENT AND SUPPLIES SUCH AS TIRES, LIGHTS, BRAKES, GAS, OIL, AND WATER. REPORTS MALFUNCTIONS OR OTHER PROBLEMS TO SUPERVISOR AND/OR MECHANIC.
3. MAY PERFORM EMERGENCY ROADSIDE REPAIRS, SUCH AS TIRES, INSTALLING LIGHT BULBS, REPLACING FUSES, AND INSTALLING TIRE CHAINS.
4. OPERATES A NUMBER OF THE FOLLOWING TYPES OF EQUIPMENT: AIR HAMMER, BACKHOE, HAND AUGER, LAWNMOWER, FRONT-END LOADER, SNOW PLOW AND SO FORTH.
5. OPERATES STREET SWEEPER TO KEEP CITY STREETS CLEAN.
6. MAY PERFORM VARIOUS LABOR FUNCTIONS SUCH AS SHOVELING AND DIGGING SAND, DIRT, SNOW, ETC.; PICKING UP BRUSH; CLEANING PARKS; DIGGING GRAVES AT MUNICIPAL CEMETERY; CLEANING CATCH BASINS; TRIMMING TREES, REMOVING TREES, AND SO FORTH. WILL ASSIST THE WATER/SEWER DIST. FOREMAN IN THE CONSTRUCTION AND MAINTENANCE OF VARIOUS CITY UTILITY SYSTEMS AND RIGHTS-F-WAY INCLUDING SANITARY SEWERS, STORM SEWERS, WATER SYSTEMS.

QUALIFICATION PROFILE

1. FORMAL EDUCATION  

HIGH SCHOOL GRADUATE OR EQUIVALENT TRAINING AND EXPERIENCE.  
MECHANICAL AND SCIENCE BACKGROUND HIGHLY DESIRABLE.
2. GENERAL REQUIREMENTS
  - A) ABILITY TO UNDERSTAND AND CARRY OUT ORAL AND WRITTEN INSTRUCTIONS.
  - B) ABILITY TO PERFORM STRENUOUS MANUAL LABOR UNDER ADVERSE WEATHER CONDITIONS.
  - C) ABILITY TO OPERATE VARIOUS KINDS OF EQUIPMENT SUCH AS DUMP TRUCKS, BACKHOE AND FRONT-END LOADERS.
  - D) ABILITY TO OPERATE A VARIETY OF HAND TOOLS AND POWER EQUIPMENT.
  - E) MUST HOLD A VALID VEHICLE OPERATOR'S LICENSE AND COMMERCIAL DRIVER'S LICENSE.

GENERAL EDUCATION DEVELOPMENT

1) REASONING

APPLY COMMON SENSE AND UNDERSTANDING TO CARRY OUT INSTRUCTIONS FURNISHED IN ORAL, WRITTEN, AND/OR MAPS.

2) MATHEMATICAL

MAKE ARITHMETIC CALCULATIONS INVOLVING FRACTIONS, DECIMALS, AND PERCENTAGES.

3. LANGUAGE

ABILITY TO INTERPRET DRAWINGS SPECIFICATION AND TECHNICAL MANUALS.

TEMPERAMENT

WORKER MUST ADJUST TO A VARIETY OF DUTIES INVOLVING BOTH WORKING ALONE AND WORKING WITH OTHERS IN ACHIEVING JOB.

PHYSICAL DEMANDS

MEDIUM TO VERY HARD WORK. INVOLVES LIFTING, CLIMBING, BALANCING, STOOPING, KNEELING, CROUCHING, REACHING, HANDLING, AND FEELING, MUST BE ABLE TO PASS A PHYSICAL EXAMINATION.

WORKING CONDITIONS

PRIMARILY OUTSIDE. EXPOSED TO WEATHER, DAMPNES, FUMES, ODORS, DUST TOXIC CONDITIONS AND OTHER ENVIRONMENTAL CONDITIONS.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY PEOPLE ASSIGNED THIS CLASSIFICATION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.