

**P.O. Box 60  
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**Job Announcement  
Open: April 30, 2025  
Close: May 15, 2025, 16:00**

**POSITION TITLE:** Maintenance Worker II

**DEPARTMENT/DIVISION:** Public Works Department

**OVERALL JOB OBJECTIVE:**

Under the direct supervision of the Public Works Supervisor with oversight from the Public Works Director, to perform skilled equipment operation, maintenance, and related functions and to perform related duties as required.

## **DUTIES AND RESPONSIBILITIES:**

### **UTILITIES:**

- Performs daily rounds at the water/wastewater treatment plants.
- Assists with collection and submits routine monitoring samples for water/wastewater systems.
- Performs routine maintenance on the water and wastewater systems.
- Performs annual fire hydrant flow tests.
- Documents all major repairs for pumps and equipment for the water/wastewater systems.
- Water meter reading and maintenance.

### **STREETS AND DRAINAGE:**

- Repair and maintain street and alleys.
- Bi-annual inspections of storm sewer and assists with necessary repairs.
- Perform drainage repairs and improvements in town according to the annual work plan.
- Irrigation maintenance

### **INFRASTRUCTURE/TOWN PROPERTY MAINTENANCE:**

- Parks and grounds maintenance.
  - Mosquito spraying.
  - Custodial duties as assigned.
1. Operates a variety of heavy equipment and machinery such as grader, front-end loader, and backhoe. Operates light to medium equipment, including dump trucks, plow trucks, roller/compactor, street sweeper, etc.
  2. Uses the following types of tools and equipment: hand tools, power tools, long-handle tools, jackhammer, grinder, compressor, tamper, locating equipment, sewer jet, bucket truck. May perform routine maintenance on equipment as needed.
  3. Works weekends, evenings, holidays, responds to Public Works emergencies as required. Responds to snow shifts when called (is a requirement of the position). Performs required on call weekend duty on a rotating basis.
  4. Required to wear protective safety gear and use safety equipment as directed
  5. Works in confined spaces that require ventilation to protect against potential noxious gases and fumes. Required to wear protective safety gear and use safety equipment to protect against potential biohazards possibly encountered during performance of maintenance activities. May work with restricted use chemicals to perform maintenance activities.

6. May interact with citizens in the field to provide information and customer service.
7. Keeps Supervisor, and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
8. Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices, and new developments in assigned work areas.
9. Facilitates good communication with respect and courtesy with customers, citizens, and team members in a professional and effective manner.
10. Participates as a member of a team. Contributes and gives input to the team. Recognizes the needs of team members and maintains a fair share of team's workload.
11. Understands and works to implement Town and departmental goals and policies.
12. Performs related duties as required by management to meet the needs of the town.
13. Responds to emergencies, takes proper safety precautions, anticipates unsafe circumstances, and acts accordingly to prevent accidents. Responsible for the safety of self, others, materials, and equipment. Uses all required safety equipment and follows all safety regulations, policies and procedures.

Generally, duties and responsibilities listed from most to least critical or time consuming.

The Town of De Beque is committed to hiring employees who provide excellent customer service; our employees communicate courteously and responsively and provide effective and efficient service to the public and co-workers.

## **QUALIFICATIONS:**

### **Education/Experience:**

- High school diploma or equivalent. Three (3) years of experience in a related field.
- Experience operating a variety of hand, power and long-handled tools.
- Experience in operating equipment such as Loader, skid loader, mini x, dump truck, backhoe, etc.
- Experience with snowplow operations.
- Experience with various utilities maintenance equipment including tap machine, locator and sewer jet.

### **Required Certifications:**

- Confined space certified.
- Applicants for this position must meet the Department of Transportation physical exam and drug and alcohol testing requirements. Employees will be in an ongoing random drug-testing program while employed.

### **Other Requirements:**

- Required to respond to after-hour call outs and snow shifts.
- Required to work rotating weekend and holiday shifts including on call time.

### **Necessary Physical Requirements:**

- Capable of frequent twisting, pushing/pulling, manual dexterity, stooping, sitting, reaching above shoulder level.
- Ability to lift and carry equipment and supplies (typically weighing between 20 to 60 pounds).
- Capable of working in open excavations and confined spaces.
- Ability to work out of doors most of the time regardless of weather conditions.

## **DESIRED QUALIFICATIONS:**

- The Town of De Beque is looking for a motivated individual that would like to elevate their career to become not only a public works employee, but also advance to a water and wastewater professional. The Town of DeBeque would pay for this training.
- Must obtain a Class B COL within 6 months of employment.