

# PW Maintenance Worker I



Human Resources

**DEPARTMENT:** PUBLIC WORKS OPERATIONS  
**REPORTS TO:** PUBLIC WORKS CREW CHIEF  
**OPEN DATE:** SEPTEMBER 21, 2023  
**CLOSING DATE:** OCTOBER 06, 2023  
**SALARY RANGE:** \$4,800 - \$6,316  
**BENEFITS:** Excellent benefits package including health and retirement

*The City reserves the right to make a hiring decision at any time, which is why it is in your best interest to submit your complete application materials as soon as possible. Although, first review is OCTOBER 06, 2023, we will review additional applications each week until we fill the position.*

The IUOE Local #612 represents Maintenance Worker positions.

## **GENERAL FUNCTIONS:**

Under the supervision of the Crew Chief, performs general and manual labor involving maintenance of City streets, storm drains, open spaces/parks and building facilities, including operation of a variety of hand and power tools and vehicles.

## **DISTINGUISHING CHARACTERISTICS:**

The Public Works (PW) Maintenance Worker (MW) I is the entry level in the Public Works Operations Maintenance series which consists of Maintenance Worker I, II, and III. PW MW I provides routine and general labor to support street, storm drain, and facility maintenance and repair functions. Work is completed by following clear written instructions and/or supervision.

## **ESSENTIAL JOB FUNCTIONS:**

1. Performs street, storm drain, and facility maintenance and repair functions.
2. Performs manual semi-skilled heavy labor as directed by a senior worker.
3. Performs routine maintenance/repairs on equipment and tools as needed.
4. Operates a wide variety of light to heavy equipment safely including a dump bed, a flatbed, and light duty trucks; utilize mowers, backpack blowers, trimmer, sod cutters, edgers, and chain saws.
5. Perform minor carpentry and electrical work related to facilities maintenance and construction.
6. Performs park maintenance functions as needed.
7. Performs a variety of irrigation maintenance duties as needed including repair, replacement, and modification of sprinkler system, dig holes, replace damaged pipe sections, and maintains timing systems for automatic sprinklers.

8. Responds with little or no notice to City emergencies and disasters and will likely work long and/or irregular hours during emergencies and disasters.
9. Performs other duties as assigned.

## **NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:**

### *Knowledge of:*

1. General principles of street maintenance and standard construction practices.
2. Work hazards, safety procedures, and OSHA and WISHA regulations.
3. Road maintenance, storm drainage line and ditch cleaning, and general facilities maintenance.

### *Ability to:*

1. Interact with the public in an effective, customer friendly manner and establish and maintain effective working relationships with co-workers, City staff, and other organizations.
2. Get along with others and work as a member of a team.
3. Communicate effectively, both orally and in writing.
4. Foster collaborative group process and efficiently use resources.
5. Work independently and make appropriate decisions regarding work methods and priorities, while demonstrating a strong sense of personal ethics and professional judgment and discretion.
6. Maintain and make minor repairs to power and automotive equipment.
7. Perform minor carpentry and electrical work related to facilities maintenance and construction.
8. Assist others to comply with standards and/or contract terms.
9. Show ability to quickly adjust priorities as new issues and/or assignments arise.
10. Meet schedule and legal timelines.
11. Perform a variety of physical tasks and heavy labor.
12. Show initiative in performing job functions.

## **MINIMUM QUALIFICATIONS:**

Requires high school graduation or GED and at least one (1) year of experience working as a maintenance worker or general construction experience or road maintenance, storm drainage, ditch cleaning, landscaping, or general facilities maintenance. Must possess a valid Washington State Driver's license. Must obtain First Aid/CPR certifications and a Flagging Card within six months from the date of hire.

## **TOOLS AND EQUIPMENT USED:**

Equipment such as a dump bed, a flatbed, a vactor truck, and light duty trucks; utilize backhoe, shovel, rake, posthole digger, compactor, chain saw, compressors, pneumatic tools, paint equipment, power tools, snow/ice removal equipment etc. Personal computer, including word processing and database software, multi-line phone system, calculator, copier.

## **PHYSICAL DEMANDS AND WORKING CONDITIONS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations

may be made to enable individuals with disabilities to perform the essential functions.

Work is primarily performed in a field setting. Hand-eye coordination is necessary to operate various pieces of equipment. Position requires the ability to transport oneself to a variety of locations, primarily in and around Pierce County.

While performing the duties of this job, the employee is required to stand, walk, use of hands to finger, handle, feel, operate objects, tools, or controls, and reach with hands and arms. The employee is required to talk and hear. The employee is occasionally required to climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to ninety (90) pounds.

Work is primarily performed outdoors and may involve travel to a variety of locations to perform site visit work or to attend meetings. Work may also involve moderate risks, discomfort, or unpleasantness such as a high level of noise, dust, grease, mud, moving vehicles or machines, and cold and/or wet weather. Normal safety precautions are required, and the incumbent may wear some protective clothing and equipment such as rain and snow gear, boots, goggles, and gloves. Work requires some physical exertion such as long periods of standing, walking over rough and uneven surfaces, and occasionally lifting moderately heavy items. Work requires physical agility and dexterity.

Employee may be exposed to noise from machine operation. Employee may also be exposed to conditions and hazards associated with construction sites and potentially hazardous materials and equipment, fumes, or vapors.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

Duties are performed indoors and outdoors both individually and as part of a work team. The work environment is fast-paced and moderately noisy. Attendance at night meetings and community events may be required. Meeting project deadlines may require working more than forty hours per week.

### **SPECIAL REQUIREMENTS:**

Ability to conform to drug and alcohol testing requirements under the Federal Omnibus Transportation Employee Testing Act of 1991. Applicants will also be subject to a pre-employment physical examination, and functional assessment test. Proper documentation to fulfill the requirements of the Immigration and Nationality Act within three (3) days of employment is a condition of employment with the City of University Place.

### **CITY OF UNIVERSITY PLACE COMMITMENT TO DIVERSITY AND INCLUSION**

The City of University Place is an Equal Opportunity Employer and values diversity in the workplace. The City is committed to hiring a diverse workforce and all qualified applicants, including all ethnic backgrounds and persons with disabilities, are encouraged to apply. Applicants are considered for positions without regard to race, sex, age, color, religion,

national origin, marital status, sexual orientation, gender identity, veteran status, disability status, or any basis prohibited by federal, state, or local laws.

**To apply:**

**City Application, cover letter, and resume are required.** An application form may be obtained from the City's webpage at Job Opportunities | University Place ([cityofup.com](http://cityofup.com)) or from the University Place main reception desk located at 3609 Market Place W. Suite 200, University Place, WA 98466.

Submit completed application packet to: [HumanResources@CityofUP.com](mailto:HumanResources@CityofUP.com)

To be considered during the first review, application materials must be received by 4:00 p.m. on Friday, October 06, 2023. Incomplete applications will not be considered.

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**The City of University Place is an equal opportunity employer.**

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