

JOB DESCRIPTION
PUBLIC WORKS OPERATOR/LABORER
CITY OF ROLAND, IOWA

GENERAL PURPOSE

Position performs a variety of work; planning, operations, repair, maintenance, and replacement of City streets and water and sewer facilities and systems.

SUPERVISION RECEIVED

Works under the general supervision of the Public Works Assistant Director.

ESSENTIAL FUNCTION

Employee is to assist the Public Works Assistant Director in performing the following work as directed:

Streets: maintain and repair city streets, sidewalks, alleys, and bridges; snow removal from City streets, sidewalks, and alleys; salt/sand intersections; trim trees in ROW and clean up after storms; install and maintain street signs; maintain storm sewer;

Water: operate and maintain water plant; shut off water mains and curbstops when necessary; install/replace water meters; IDNR testing, sampling, and reports as required; locate utilities for One Call; maintain elevated storage tank; coordinate and oversee water main replacement; repair water mains; water main leak detection; GIS mapping; maintain pumps and wells; read water meters; water meter data logging; hang disconnect notices; exercise valves; flush hydrants;

Sewer: maintain lagoon area; maintain lift stations and blowers; clean sewer mains; access manholes; coordinate and oversee sewer main replacement and lining; IDNR testing, sampling, and reports as required;

Pool: prepare pool for season; operate pool in accordance to law; order and inventory chemicals; winterize pool;

General: spray mosquitoes; maintain brush dump site; maintain equipment including pickup(s), dump truck(s), tractor(s), backhoe(s), mower(s), lift(s), hand tools; hang up and take down Christmas decorations on light poles; hang up flags on light poles when necessary; maintains OSHA safety programs; mow parks and other City properties; trim around buildings, fences, and posts; spray weeds where necessary; pickup branches and sticks on City property; trim trees on City property; turn water on and prepare park buildings in the spring; winterize park buildings in the fall; check shelter house(s) after rentals and restock as necessary; empty trash from parks into dumpsters; advises supervisor in matters relating to department activities; respond to job related complaints and passes information on to appropriate entity if necessary; may be required to help with any of the duties of the Public Works Director if needed; perform other public duties as may be required by proper authority and can be reasonably expected of an employee in the capacity;

STANDARDS REQUIRED TO PERFORM ESSENTIAL FUNCTIONS

Physical Requirement: Job requires the ability to operate a variety of heavy equipment such as motor-grader, end-loader, backhoe, dump truck, snow plow, and related mechanical equipment including compressors, pumps, sprayers, saws, trimmers, sanders, etc. Various hand and power tools such as grinders, welders, torches, shovels, rakes, and hammers are used. Involves eye/hand/foot coordination, motor coordination, and related dexterity requirements. Lifting and carrying of heavy objects weighting

