



# City of Umatilla

<b>Job Title:</b>	Maintenance Worker I	<b>Job Category:</b>	Union; Non-Exempt
<b>Department/Group:</b>	Public Works	<b>Pay Grade:</b>	Maintenance Worker I \$46,392 - \$59,184
<b>Location:</b>	Public Works Shops	<b>Reports to:</b>	Public Works Superintendent and or Department Leads
<b>HR Contact:</b>	Jonathan Egan	<b>Position Type:</b>	Full-Time
<b>Supervision:</b>	Received: Works under the direction of the Public Works Superintendent and/or Department Leads.		
<b>Minimum Qualifications:</b>			
<ul style="list-style-type: none"><li>• Minimum of 2 years work experience in general maintenance; 1 year experience public works preferred, including: the operation of water distribution, treatment and storage facilities, street maintenance, parks and grounds maintenance, facilities maintenance and wastewater collection systems.</li><li>• High School diploma or GED equivalent required.</li><li>• Possession of a valid driver’s license; commercial driver’s license preferred.</li><li>• Must pass background check.</li><li>• Ability to obtain an Oregon State Flagger card.</li></ul>			
<b>Job Description</b>			
<b>GENERAL PURPOSE</b> As the Maintenance Worker, performs a variety of skilled tasks in the construction, maintenance and repair of water distribution system, sewer collection system, waste water treatment plant, city streets, alleys, right of way, city parks, and city facilities and does related work as required.			
<b>ESSENTIAL DUTIES AND RESPONSIBILITIES:</b> <ul style="list-style-type: none"><li>• Receives written and oral work orders and performs job tasks, obtains necessary supplies, tools and equipment, as required for the department or task assigned.</li><li>• Operates in a competent, safe manner a wide variety of vehicles, light and heavy equipment as required to perform duties.</li><li>• Repairs and maintains the water distribution system, waste water collection system, street system, park grounds and City owned buildings and facilities as required or assigned.</li><li>• Installs, inspects, maintains and replaces water meters, valves, fire hydrants, service lines and other appurtenances.</li><li>• Inspects, maintains and repairs sanitary sewer lines, manholes and other components associated with the waste water collection system.</li><li>• Maintains and repairs storm drain systems and catch basins.</li><li>• Maintains vegetation control in street right of ways and parks grounds.</li></ul>			

- Performs general landscaping duties.
- Maintains and repairs irrigation systems, park amenities and facilities.
- Maintains inventory of parts and supplies for all Public Works departments.
- Reports to the Public Works Superintendent any problems or unusual conditions that exist in the water distributions system, waste water collection system, waste water treatment plant, street department, parks department or at any of the City's facilities.
- This unique position will require working in ALL of the Public Works Departments as assigned by the Public Works Superintendent or the Public Works Director.

#### **ABILITY TO:**

- Operate and maintain water distribution system and facilities; waste water collection system; waste water treatment plant facilities.
- Operate light and heavy equipment to maintain the City's street system.
- Operate light equipment and power tools to maintain the City's parks and related facilities
- Maintain and repair the City's various buildings and facilities.
- Lift and carry fifty (50) pounds.
- Follow safety rules and regulations.
- Work in confined spaces.

#### **PHYSICAL DEMANDS**

Continuous repetitive motions of arms, hands and wrists;

Frequent standing, walking, sitting, talking, hearing, lifting, carrying, pushing, and pulling of up to 50 pounds

Occasional feeling, stooping, crawling, kneeling, climbing, handling, bending, and repetitive motions of feet.

#### **WORK ENVIRONMENT**

Work is performed primarily outdoors with moderate-to-excessive noise levels and occasionally in an office environment with moderate-to-low noise levels. Position involves travel to a variety of locations to perform site visit work and/or attend meetings. Employee must be able to occasionally work irregular hours, for evening meetings and during emergency situations. Hazards Working on or around heavy equipment, traffic, ladders, open trenches, scaffolding and heights; exposure to various dust, chemicals, fumes, odors and gases; tripping hazards from construction site debris and unstable walking surfaces; unrestrained animals; contact with dissatisfied or abusive individuals, and inclement weather conditions.

Reviewed By:	Scott Coleman	Date:	August 11, 2022
Approved By:	Dave Stockdale	Date:	August 12, 2022
Last Updated By:	Jonathan Egan	Date/Time:	February 14, 2023

X 

David Stockdale  
City Manager