

CITY OF FENNIMORE

POSITION DESCRIPTION

General Information

Position Title: Street Worker - Mechanic

Appointing Authority: Personnel Committee

Confirming Authority: City Council

Position Reports To: Street Superintendent

Position Supervises: Not Applicable

Job Location: City of Fennimore, Street Shop

Full or Part-Time: Full-Time

Working Hours: May vary, generally 7 a.m. to 3:30 p.m., summer hours available per employee manual

Salary or Hourly: Hourly

Represented By: Not applicable

Council Approved: 8/24/2015

Scope/Nature of Position:

1. Performs mechanical work on a routine basis on all city vehicles and equipment.
2. Performs street construction, repair and maintenance including curb and gutter, sidewalks, storm sewers, street signs and related activities.
3. Performs refuse and recycling collection and disposal activities.
4. Performs repairs and maintenance at recreational facilities including swimming pool and parks.
5. Performs building and vehicle repairs and maintenance.
6. Performs related work as required by the Street Superintendent or the Director of Public Works.

Essential Functions of the Position:

1. Performs mechanical repairs and duties necessary to keep city vehicles and equipment in operable condition.
2. Operates equipment including pickup and dump trucks, garbage truck, recycling truck, end loader, backhoe, roller, tractors, mowers, street sweeper, forklift, etc., in performing a variety of tasks for the Street Department.
3. Performs light mechanical work on equipment and small engines.
4. Performs a variety of manual labor tasks including patching streets, cleaning gutters, culverts, catch basins, mowing, tree planting, trimming and removal, etc.
5. Paints directional signs on streets, barricades, parking stalls, centerlines, curbs and crosswalks.
6. Performs snow maintenance work such as plowing, salting and sanding City streets, sidewalks and parking areas.
7. Assists in garbage and recycling collection, processing and disposal activities including use of various recycling equipment.
8. Assists in sidewalk, curb and gutter and storm sewer construction, repair and maintenance work.

9. Assists in street construction, repair and maintenance work.
10. Installs street signs, directional signs and informational signs.
11. Performs buildings and grounds maintenance as necessary.
12. Attends meetings and schools related to position as directed by the Director of Public Works or City Council.
13. Responds to citizen inquiries and complaints.
14. Accepts duty assignments for nights, weekends and holidays and call-in for emergencies, including snow plowing.

Additional Examples of Work Performed:

1. Assists in installing, maintaining and repairing water and sewer mains and service lines.
2. Assists in maintenance and repair work at sewage lift stations.
3. Performs other related duties as directed by the Street Superintendent or Director of Public Works

Skills and Abilities Necessary for the Position:

1. Thorough knowledge of mechanical repair of trucks, machines and equipment and the ability to repair and restore said equipment to safe mechanical operation.
2. Working knowledge of the methods, materials, tools and equipment commonly used in street construction and maintenance work.
3. Knowledge of the rules of safe operation of equipment, as well as work site safety, and the precautions to be taken in order to avoid accidents.
4. Ability to follow oral and/or written instructions.
5. Ability to lift 50 pounds or more.
6. Ability to get along well with a variety of people.
7. Tact, courtesy and common sense.
8. Possession of a valid Wisconsin commercial driver's license to meet the needs of the department.
9. Maintain neat and cleanly appearance and dress.
10. Ability to work in extreme weather conditions including summer and winter.

Qualifications:

1. Graduation from high school or equivalent; and
2. Training in mechanical repair of auto, truck, diesel and related equipment at a technical college or other recognized school; or
3. Equivalent combination of experience and training which provides the required knowledge, skills and abilities.
4. Two years of combined training and experience, preferred.
5. Possession of a valid Wisconsin driver's license.
6. Possession of valid commercial driver's license or able to obtain within 14 days of beginning employment.