

POSITION ANNOUNCEMENT

City of Buffalo Iowa Public Works Position

This is a full-time position that requires demonstrated competency and increasing independence, knowledge, and ability in performing routine and special assignments in a variety of public works tasks in the Public Works department. The successful applicant will be versatile, with a working knowledge of public utilities and maintenance.

SUPERVISION EXERCISED AND RECEIVED:

Receives supervision from public works director and ongoing training on a wide variety of equipment, operational rules, guidelines, procedures, and methods.

IMPORTANT AND ESSENTIAL DUTIES:

Duties include some or all the following: Operates hand and power tools, light and heavy construction equipment, specialized wastewater equipment, electrical installation and repair, meter reading. Handles and applies chemicals. Takes water samples and performs minor laboratory tests to assure compliance with regulatory standards. Performs asphalt and concrete removal and replacement. Performs snow and ice removal from city owned streets. Includes considerable time standing, sitting, walking, driving, kneeling, stooping, crouching, squatting, climbing ladders, crawling, twisting of upper body, lifting heavy objects, operating heavy tools and equipment. Significant amount of time spent working outdoors, working in confined spaces; working with chemicals; occasional extreme noise or vibration; working around electrical, mechanical, chemical, or explosive hazards; working around hazardous waste. May be required to operate heavy equipment. May be required to interact with customers on site or when requested; may be required to utilize department or Citywide software applications to maintain records or perform various duties. Applicant must be willing to attend city funded training, as requested by supervisor or city council.

Wastewater - Maintains, operates, inspects, repairs, and installs wastewater collection and pumping system facilities including piping, valves, lift stations, pumps, controls, portable and stationary generators, measuring devices, odor control equipment, communications systems, and related appurtenances to insure efficient operations.

Water - Maintains, operates, inspects, repairs, and installs water distribution system facilities including piping, storage tanks, meters, hydrants, valves, pressure reducing stations, pumping stations, pumps, controls, measuring devices, cathodic protection systems, communication systems, and related appurtenances.

Electric – Maintains, operates, inspects, repairs, and installs electric distribution system including wiring, meters, poles, boxes, relays, transformers etc. to ensure safe and efficient power supply to all city property.

Streets/Lagoons - Maintains, operates, inspects, repairs, and installs lagoon system facilities including, piping, storm drains, catch basins, sub-drains, meters, pumping stations, pumps, controls, measuring devices, cathodic protection systems, communications systems, and related appurtenances. Installs, removes, and replaces asphalt and concrete. Installs traffic counting equipment, traffic and parking control signs, traffic markings and red curbs. Operates small powerboats and street paving and painting equipment. Plows snow and ice and applies salt to City streets.

JOB-RELATED QUALIFICATIONS:

Knowledge, Skills, and Abilities:

Knowledge of: Standard and job-specific methods, materials, terminology and safe work practices of maintenance, construction, equipment, tools, including knowledge and comprehension skills in interpreting State regulations and City code.

Skill in: Physical stamina and strength to operate a variety of tools and equipment, perform physical tasks for long periods of time, and ability to lift light and heavy loads (20-90 lbs.); physical flexibility to move objects and operate equipment; demonstrate ability to safely operate and drive vehicles and equipment.

Ability to: Listen, understand, retain, follow, apply verbal and written instructions or directions; learn effective and safe operation of equipment and tools; establish and maintain cooperative working relationships with others; respond courteously to public inquiries; recognize and use safe work practices; learn and retain specific and general information concerning equipment, functions, and projects; be available for standby and emergency response coverage (before and after regular work hours; weekends, and holidays).

EDUCATION AND TRAINING GUIDELINES:

Any combination equivalent to experience and education that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way would be:

Education: High school or the equivalent degree. Training in the fields of water, sewer, electrical and maintenance.

Experience: experience in general maintenance, public works departments, (water, sewer, electrical, streets, parks).

LICENSES, CERTIFICATES, REGISTRATION:

Licenses: Possession of a valid Class "B" Driver's License with appropriate endorsements; meet requirements, maintain license and a good driving record.

Pre-employment: physical, drug/alcohol screen and personnel background check.

There is a residency requirement, must live in Iowa and within a 25-mile radius from city hall.

Job description in no way states or implies that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by the supervisor.

The City reserves the right to change or reassign job duties or combine positions at any time.

Salary: \$15.75-\$22.00 per hour but could be negotiated strongly on qualifications.

City of Buffalo provides vacation, sick-time, insurance and IPERS retirement program. The position of Public Works Employee position is covered under the Teamsters Union Contract. Please submit resume by **March 31, 2023** to:

Buffalo City Hall

PO Box 557

Buffalo, IA 52728

Additional information is available at www.buffaloia.org. If you have additional questions you can contact City Hall 563-381-2226