



CITY OF PUYALLUP
invites applications for the position of:

Seasonal Public Works Maintenance Worker I

SALARY: \$20.24 Hourly

OPENING DATE: 02/22/22

CLOSING DATE: Continuous

DEFINITION:

The city anticipates filling up to 17 seasonal positions through this recruitment. These seasonal positions are in the Public Works Department, each lasting approximately three to six months, to assist with increased workloads during the months of March through August. Specific beginning and ending dates of employment may be flexible. These are seasonal Teamsters Local No. 313 bargaining unit positions and are not eligible to receive any benefits.

This is the entry-level classification in the Public Works maintenance classification series. Positions in this classification are structured with either general or specialized duties or a combination of both depending on the needs of the division. Duties of a generalized nature are usually varied in scope, involve semi-skilled, skilled tasks, routine manual and light equipment operation duties related to street, water, or wastewater programs. All assignments involve responsibility for the safe operation of tools, equipment and the safety of others working in the immediate area. Contact is maintained with crew members, supervisor or the public. Work requires physical strength, heavy lifting and strenuous activity and agility to perform heavy manual tasks outdoors in inclement or extreme weather conditions.

Personnel in this classification initially work under the close supervision of the supervisor, and receive technical guidance as to proper procedures from the supervisor or an employee in a higher level position.

ESSENTIAL FUNCTIONS:

Street Division:

Installs traffic control for construction projects and flags traffic. Repairs asphalt streets with hot and cold mix asphalt, seals cracks with hot applied sealant materials. Cuts grass and removes weeds on parking strips, rain gardens, ponds and ditches; rakes and loads grass and brush; mows lawns and cleans grounds; cuts trees and brush along rights-of-way; plants, waters and assists in care of shrubs, flowers and grass. Assists in placing crushed rock on roadway shoulders and checking grades with grading crew, repairs and installs storm drains and culverts. Uses stencils and mechanical equipment to place and paint intersection markings, installs raised and reflective markers on streets for traffic control. Assist with street maintenance division operations, as needed.

Water Division:

Drives vehicles to various locations within the water system boundaries and accurately records water meter readings; performs final reads and re-reads; turns meter on and off as requested by the Finance Department. Drives vehicles to work site; assists with the installation or repair of water mains, services, fire hydrants, and meters. Performs heavy manual labor including shoveling dirt and gravel, raking asphalt, lifting and carrying pipe above or below ground level, setting up traffic control; flagging traffic; operating jackhammers. Carries out various duties related to water system maintenance programs such

as fire hydrant inspections, dead end flushing, valve exercising, fire hydrant washing and painting, meter maintenance, and vegetation control. Performs other duties as assigned. Learns proper maintenance and safety procedures involved in the repair of the water system.

Collections & Water Pollution Control Plant Divisions:

Drives vehicle to work site. Assists with and operates a variety of equipment associated with the operation and maintenance of the wastewater collection system such as unplugging and cleaning sewer and storm water lines. Digs ditches to install storm water systems; assists in installing culverts, catch basins, and dry wells. Maintains and repairs system components and equipment such as pumps, motors and controls. Learns the operation and function of wastewater system to be able to troubleshoot and solve common problems and identify potential of current system failures. Works in confined spaces, i.e., sanitary sewer manholes, sewer lift stations, vaults and pits. Completes grounds maintenance and vegetation control at storm water treatment facilities with the use of handheld power tools.

QUALIFICATIONS:

Knowledge of:

- General construction and maintenance procedures;
- The safe and proper use of basic hand and power equipment;
- The operation of light vehicles.

Ability to:

- Learn and demonstrate the ability to become proficient in new procedures, operations, systems and equipment;
- Perform heavy manual labor outdoors in a variety of weather conditions for extended periods of time;
- Demonstrate the safe operation of basic hand and power tools;
- Understand and follow verbal and written instructions;
- Write legibly and clear for interpretation;
- Deal with the public in a pleasant and courteous manner;
- Establish and maintain effective working relationships with others and work effectively and cooperatively as a team member of a crew or independently as required by the position;
- Follow safety regulations and procedures;
- Learn to read and interpret blueprints, construction and/or engineering drawings;
- Demonstrate safe driving practices.

Education and Experience:

Graduation from high school, GED, vocational/technical school or equivalent preferred. Experience performing a broad range of maintenance and construction desirable. Any combination of experience, education and training which would provide the level of knowledge, skills and abilities required.

SPECIAL QUALIFICATIONS

- **Must be at least age 18 at time of application** to operate maintenance equipment.
- Possession of a valid Washington State driver's license at time of hire.
- Successful candidates must provide a current **5-year employment driving record abstract** at time of interview. Must have a good driving record to operate machinery and vehicles which is a condition of employment.

PHYSICAL CHARACTERISTICS AND WORK ENVIRONMENT:

Work requires the ability to sustain repetitive hand motion associated with the operation of hand and power tools; ability to perform heavy manual labor in confined spaces, around high levels of noise and hazardous atmosphere; must be able to sustain continuous physical effort including frequent bending, walking, climbing, manipulation of and lifting of heavy equipment up to 100 pounds, ability to hear and understand verbal and/or written instructions; ability to communicate; ability to negotiate rough terrain; ability to walk, bend, kneel, crouch, reach, lift, carry, stand, sit, etc. in order to perform the duties/tasks associated with the job. Environmental Factors: 95 percent of work is done outdoors, often in inclement or extreme weather conditions for extended periods of time; this position is at potential risk of exposure to bloodborne pathogens. May be exposed to high noise levels.

SELECTION PROCESS

Supplemental Questionnaire - All supplemental questions must be answered in their entirety or you may be disqualified for employment consideration. Applications will be screened and finalists will be invited to participate in oral interviews.

Successful candidates must provide a 5-Year Employment Driving Record Abstract *at time of interview*; **do not submit with application**. Candidates must have a good driving record to operate machinery and vehicles, which is a condition of employment. Employment Driving Record Abstracts are available from Washington State Department of Licensing online at <https://www.dol.wa.gov/>

Notification – Following submission of application, an email acknowledgment receipt of application is given. Persons selected for an interview and/or testing will be notified by email, normally within 15 working days following the closing date on the job announcement.

Not Selected – No formal notification is usually sent by the City to applicants not selected for an interview or test. Should the same or another position open for which the applicant wishes to apply, he/she must apply online for each new opening.

GENERAL INFORMATION

Essential Functions – The statements contained herein reflect general details as necessary to describe the principal functions for this job, the level of knowledge, skills and abilities typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or to balance the workload.

Union Affiliation – These are seasonal Teamsters Local No. 313 bargaining unit positions and are not eligible to receive any benefits.

Hours of Work – Work schedules will vary, however typical schedules are:

Street Division: Monday-Thursday 6:00am–4:30pm; or Tuesday-Friday, 6:00am-4:30pm.

Water Division: Monday-Thursday 7:00am - 4:30pm with flex day rotation.

Alternating Fridays off with a Friday shift from 7:00am - 3:30pm.

Collections Division: Monday - Thursday 7:30am – 4:30pm; with Friday flex day rotation.

Water Pollution Control Plant: Monday – Friday 7:00am to 3:30pm.

Protective Clothing and Equipment: As determined by the City, the City will provide and the employee shall use and maintain all protective clothing and equipment that may be required by applicable laws and regulations. **Steel-toed footwear shall be purchased by the employee.**

Temporary, seasonal and non-benefit employment: Employees may be hired to fill various temporary, seasonal and non-benefit positions within the City as approved in the current budget. Temporary, seasonal and non-benefit employees may be terminated at any time for any reason without recourse.

Equal Employment Opportunity – The City of Puyallup is an Equal Opportunity Employer and does not unlawfully discriminate on the basis of race, sex, age, color, religion, national origin, marital status, disability status, or any other basis prohibited by federal, state, or local law.

Background - The City of Puyallup will need to obtain the proper background and criminal history information pursuant to RCW 43.43.830/832 for positions where the employee will or may have unsupervised access to children, developmentally delayed persons or vulnerable adults.

Disability – In compliance with the Americans with Disabilities Act, disability will be considered only in the context of an applicant's ability to perform essential functions of the job and to determine reasonable accommodation. Accommodation to participate in the job application and/or selection process for employment will be made upon request with reasonable notice. Please contact the Human Resources Department for further information. The physical demands described in this job announcement 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.

Identification – Applicants who are offered employment with the City are required to provide proof of identity and authorization to work in the United States within three days of date of hire, as required by the 1986 Federal Immigration Reform and Control Act. A list of acceptable documents verifying identity and authorization to work will be provided to those who are offered employment. The City uses E-Verify.

Drug-Free Workplace –The City of Puyallup is a drug-free, tobacco-free workplace.

NOTE: The provisions of this job announcement do not constitute an expressed or implied contract. Any provision contained herein may be modified and/or revoked without notice. The above list of essential functions is not exhaustive and may be supplemented as necessary.

The City of Puyallup is an Equal Opportunity Employer

APPLICATIONS MAY BE SUBMITTED ONLINE AT:
<http://www.cityofpuyallup.org>

333 S Meridian
Puyallup, WA 98371

Position #PW-22-ADM-002
SEASONAL PUBLIC WORKS MAINTENANCE WORKER I
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