



Job Title: Public Ways Operator I
Department: Public Works - Streets
Reports To: Public Ways Supervisor

Job Type: Full-Time
FLSA Status: Non-exempt
Grade: 7

Approved By: Public Ways Supervisor
Approval Date: 2/1/2022

Job Summary

Under general supervision, performs semi-skilled work in the operation, maintenance and repair of machinery and equipment used for roadway repair and maintenance. Performs semi-skilled work for general roadway repair and maintenance, snow removal, roadway sign installation and repair, street painting, and various work of other public works departments as assigned by supervisor or identified herein.

Essential Functions and Duties

Streets Duties

- Operation and maintenance of equipment:
 - Operates a variety of medium and heavy motorized equipment including backhoe, trucks, front end loader, motor grader, sweeper, mower, snowblower, snow removal equipment and other related equipment for street maintenance and snow removal.
 - Uses various equipment and manual labor to reconstruct, repair and maintain gravel and paved roadways.
 - Maintains, repairs and services equipment and tools for all operations and keeps records of repairs.
 - Operates assorted hand tools and power tools such as air hammers, saws, pumps, air compressors, asphalt repair equipment, and similar powered equipment.
- Roadway repair and maintenance:
 - Cleans and repairs roadways.
 - Performs street maintenance (crack sealing, patching, painting and street cleaning) and snow removal activities for roadways, parking lots, shared use paths and sidewalks.
 - Installs and maintains roadway signs and markings according to standards established in the Manual on Uniform Traffic Control Devices (MUTCD).

General Duties

- General duties include:
 - Prepares daily activity/time sheets.
 - Assists with identifying and ordering necessary parts and supplies.
 - Cleans and maintains shop area, rest room, and other work areas.
 - Sweeps and scrubs floors.

- Paint as required.
- Work hours for this position are variable and may include evenings, weekends, holidays and overnights dependent upon snow removal operations.
- Responds to emergency phone and radio communications. Adjusts to various working hours, as required by supervisor, to complete snow removal and street maintenance tasks. Takes shifts as on-call person on a rotational basis. On-call duty requires carrying and monitoring of city cell phone and ability to respond and engage in required work tasks (outside normal work hours and weekends) within 20 minutes.
- Performs work for other City departments as instructed including, garbage collection, water/sewer maintenance, dike maintenance, mowing and cemetery maintenance.

Typical Qualifications

- High school diploma; or any equivalent combination of education or experience.
- Highly organized and detail oriented, excellent communicator and effective at prioritizing.
- Ability to create and maintain effective working relationships with peers, superiors, other City departments and the public.

Preferred Qualifications

- 2+ years of experience in Public Works, specifically public works operations.
- Possession of, or ability to obtain within one year of hire, a valid commercial driver's license (CDL) with proper endorsements.
- Working knowledge of current road repair, maintenance, and snow/ice removal technologies, materials and equipment; general understanding of the applicable section of the Manual on Uniform Traffic Control Devices (MUTCD); general knowledge of public works services, applicable bylaws and procedures.

Physical Demands

The physical demands described here 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. While performing the duties of this job, the employee is regularly required to:

Endure extended periods of standing, walking, sitting, and talking or hearing; use hands to finger, handle, or feel objects, tools, or controls; climb or balance; stoop, kneel, crouch, or crawl. The employee frequently is required to sit and reach with hands and arms. The employee is occasionally required to taste or smell. The employee must frequently lift and/or move more than 100 pounds with assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to vibration. The employee is frequently exposed to fumes or airborne particles and toxic or caustic chemicals. The employee occasionally works in high, precarious places and with explosives and is occasionally exposed to wet and/or humid conditions. The noise level in the work environment is occasionally loud.

Other

Must have the ability to cross-train and work with other public works departments. Ability to perform 24-hour standby duty for Public Works emergencies for the City of Devils Lake.

The City of Devils Lake maintains a drug and alcohol testing policy to remain compliant with federal regulations; employees and applicants in this job classification are subject to pre-employment testing, random testing, reasonable suspicion testing, post-accident and follow-up testing when appropriate.