



Public Works Operator I

Streets Department

Job Description

GENERAL STATEMENT OF DUTIES

Performs a variety of entry-level skilled duties related to the installation, maintenance, and repair of all public roadways, infrastructure and storm water drainage in ROW (right-of-way). Duties and responsibilities include, but are not limited to, the following:

1. Primary: heavy equipment operation and maintenance, street and right-of-way maintenance, storm water drainage infrastructure maintenance,
2. Secondary: parks and cemetery maintenance as needed; fire mitigation for Town open spaces; and building maintenance as needed.

SUPERVISION RECEIVED

Works under the direct supervision of the Public Works Streets Supervisor, or works under the direct/general supervision of the Public Works Manager. Occasionally may work under limited supervision of an Operator II.

SUPERVISION EXERCISED

None – this is an entry level position and not a supervisory position.

ESSENTIAL FUNCTIONS

Heavy Equipment Operation and Maintenance:

1. Operate heavy equipment under the direct supervision of Public Works Streets Supervisor, Public Works Operator II, or Public Works Manager.
2. Perform maintenance on equipment, such as washing/cleaning, greasing, and completing an overall maintenance checklist.

Streets & Rights-Of-Way:

1. Transport and utilize various construction materials such as road base, asphalt, concrete, culverts and other materials as required to perform necessary maintenance on road surfaces and rights-of-way.
2. Perform hot and/or cold mix patching, repair and maintain dirt and gravel streets.
3. Perform cement work and rock work to maintain streets and rights-of-way.
4. Plow and or remove snow and ice.
5. Install and/or repair streets signs, delineator posts, etc.
6. Will be required to operate heavy equipment during repair and maintenance of road and rights-of-way.

Sidewalks:

1. Assist in performing snow removal, repairs, and maintenance of all town sidewalks as needed.

Parks and Cemetery:

1. Assist in performing a variety of construction and maintenance/repair work associated with Town parks, and recreational facilities; and performs related duties as assigned, which includes but is not limited to: mowing, trimming, cleaning and maintaining bathrooms and facilities, and removing garbage and debris. All as needed.
2. Locate, prepare, and secure graves.

Fire Mitigation:

1. Perform fire mitigation duties, which include but are not limited to: cutting, trimming and removing dead and fallen trees; cutting, trimming and removing fire hazard trees identified by the Town.

Building Maintenance:

1. Assist in cleaning, maintaining, and making repairs to all Town owned properties and buildings, which includes but is not limited to: removing trash and recycling, sweeping and mopping, wiping down furniture and equipment, maintaining HVAC, etc. as needed.

General:

1. Perform other duties as required.

QUALIFICATIONS

Required Minimum Qualifications:

1. Must have a valid Colorado Driver's License.
2. Must have a high school diploma or equivalent.
3. Must have a valid CDL license with the appropriate endorsements including Class B (26,001 or more pounds), N Tanker, and without L (airbrake restrictions) or obtain within six (6) months of hire.
4. CDL drivers are subject to periodic, random drug testing throughout employment.
5. Must be willing and able to be on-call and/or subject to call 24/7. Some overtime may be required, as needed.
6. Must be able to lift 50lbs regularly and consistently.

Desired Qualifications:

1. A willingness to be flexible in performing multiple tasks throughout the day/week.

Desired Education and Experience:

1. Previous experience related to streets, parks, or building maintenance.
2. Previous experience operating heavy equipment (backhoe, loader, and motor grader, skid steer, roller), mowers, compacting equipment, jackhammers, common hand and power tools, etc. preferred.
3. Mechanical diagnosis and repair experience.

Work Environment:

Exposure to potential hazards such as high noise levels, various types of dust, and petrochemicals. Position requires frequent standing, sitting, long hours of driving and heavy lifting. Position requires a person with flexible disposition, a willingness to learn new ways of doing things, constant interruptions at times, and an ability to work outside in all types of weather including but not limited to blizzards, high winds, and extremely sunny hot days. Note: The above description is not all-inclusive.

BENEFITS & PAY

- 1) This is a full-time, benefitted position at \$17 – 19/hour based on experience.
- 2) Employer-sponsored health insurance and retirement plan (up to 4% employer match)
- 3) Short-term and long-term disability insurance
- 4) Generous vacation and PTO package, including 12 paid holidays
- 5) Free pass to Nederland Community Center gym
- 6) Free EcoPass (bus pass)