
City of Benson Job Description

Position: PT Street Maintenance/Equipment Operator
Department: Street Maintenance Department
Reports To: Public Works Assistant
Days/Hours: Monday – Friday under normal circumstances (up to 1,000 hours per year)

JOB SUMMARY:

This position is primarily responsible for the skilled manual and maintenance work of the city streets, buildings, grounds and equipment.

ESSENTIAL FUNCTIONS: (The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within a class):

Responsible for assistance with the:

- maintenance of all city streets, alleys, city-owned lots, and other public right-of-ways including repair, seal coating and paving, cleaning, snow removal, and re-grading.
- maintenance and repair, cleaning and operation of the City's storm drainage system including all curb and gutter, catch basins, storm sewers and water lines, and mud pumping.
- signing program including traffic control signs, parking signs, information signs, and other signs of a general nature with the City.
- removal of compost out of town (approximately four times a year).
- city's gravel pit, gravel mining operations, and hauling in placement of gravel and other materials on all public areas.
- digging out and reconstruction of streets when needed.
- snow removal, crack filling and maintenance of the City Airport and hangers.
- control of insects and/or rodents with the City's jurisdiction per schedule and need.

- Perform other related work as assigned.

ADDITIONAL RESPONSIBILITIES:

- Assists in the mechanical repairs and adjustments on department vehicles including the repair or adjustment of hydraulic systems and motors, brakes, disc drives, steering, electrical, cooling systems, alternators, starters, etc.
- Washes trucks and helps maintain the street department building.
- Picks up necessary parts when needed.
- Assists other departments as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: (includes Licensing requirements):

- Working knowledge of relevant safety and environmental law.
- Ability to establish and maintain effective working relationships with co-workers, a variety of governmental employees and officials, and the general public.
- Ability to communicate effectively orally requiring courtesy, discretion and sound judgment.
- Working knowledge of heavy equipment such as trucks loaders, back hoes, road graders etc. and maintenance of such equipment.
- Able and willing to work outdoors—occasionally in inclement weather.
- Ability to work with little supervision.

MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS: (The following statement represents the minimum experience and training standards which will be used to admit or reject applicants for interview and selection, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education).

- High School Diploma or GED
- Class B(CDL) Minnesota Drivers License and safe driving record.
- Experience in the operation of heavy equipment such as pay-loaders, road graders, tractors, roller, backhoe and dump trucks.

MINIMUM PHYSICAL REQUIREMENTS (if any): (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 use hands to finger, handle, or feel objects, tools, or controls: reach with hands and arms. The employee frequently is required to walk, stoop, kneel, crouch, or crawl: and talk or hear. The employee is occasionally required to stand and climb or balance.

The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The employee regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to fumes or airborne particles and toxic or caustic chemicals. The employee is occasionally exposed to wet and/or humid conditions and extreme heat.

SUPERVISORY RESPONSIBILITIES (if any):

- None

My signature below acknowledges that I have read and understand the contents of this document:

City Manager Signature

Date

Employee Signature

Date