



Town of Palisade, Colorado

Job Title: Public Works Maintenance Worker

Department: Public Works

Reports To: Public Works Director

Pay: \$45,000.00-\$53,000.00 plus benefits including health & retirement

To Apply: Submit to jnickerson@townofpalisade.org by 3 PM Mtn, March 23, 2023.

- Town of Palisade General Employment Application-Town of Palisade webpage under Employment/Forms.
- Professional resume.

Overview:

Performs a variety of duties related to the installation, maintenance, and repair of all components of the Town's water distribution system, irrigation system and wastewater collection system. Works in maintenance of streets, sidewalks, signage, storm sewer, traffic control and other duties as assigned in public works for a town.

Essential Duties and Responsibilities:

The following duty statements are illustrative of the essential functions of the job and do not include other non-essential duties that may be required or assigned. The Town reserves the right to modify policy, procedures or change the duties or essential functions of this job at any time.

1. Primary position is within the Public Works Department.
2. This position will have the primary duty of operating and maintaining the Town irrigation system, street maintenance and water line repairs.
3. Responds to routine and emergency maintenance activities seven days a week including evenings, weekends, holidays and is available for 24-hour on call rotating shifts.
4. Ensures the repair and maintenance of the Town's infrastructure system in an efficient and effective manner. Systematically repairing leaks, restoring disturbed property after repairs, maintaining, and replacing meter pits, and maintenance and repair of system valves, fire hydrants and PRV's.
5. Completes Service Requests as provided by Town hall within the time frame requested. Performing general duties associated with the distribution and irrigation system including establishing new service, inspecting meters, testing meters, making final readings, installing water meters, installing remote meter reading devices, performing minor repairs.

"We Care about our Community"



Town of Palisade, Colorado

6. Safely operates and maintains the Town's equipment including but not limited to dump truck, service vehicles, backhoe, skid steer, demo saws, compactors, air compressor and trailers.
7. Respond to customer inquiries in a professional, courteous manner.
8. Performs the Water Meter Reading task reading all meters.
9. Troubleshoot and maintain meter reading equipment in a working manner, reporting any malfunctions or necessary repairs to the Supervisor.
10. Performs tasks in a safe and efficient manner.
11. Conducts oneself in a professional and courteous manner.
12. All other duties as assigned.

Required Knowledge and Skills:

1. Ability to communicate effectively verbally and in written communications.
2. Ability to maintain and establish effective working relationships with co-workers, government agencies, contractors, and customers.
3. Basic computer skills including Microsoft Office.
4. Knowledge of water distribution and collection along with quality control processes, distribution systems, water plant facilities, and related regulatory requirements.
5. Knowledge of distribution installation specifications and accepted procedures.
6. Knowledge of and ability to apply basic math.
7. Ability to work independently and resolve potentially critical situations without supervision.
8. Use interpersonal communications to resolve customer service complaints and problems.
9. Ability to operate Town equipment efficiently and safely.
10. Ability to recognize unsafe conditions during construction projects.

Physical Requirements:

1. Ability to conduct activities requiring extensive walking and standing and moderate sitting.
2. Ability to lift, carry, push, or pull burdens up to 50 lbs. frequently and up to 100 pounds on a daily basis.
3. Ability to perform activities requiring climbing, balancing, stooping, kneeling/bending, crouching, crawling, and reaching daily.
4. Ability to hear and respond to routine telephone and interpersonal communication, two-way radios, and pager signals. Ability to hear and respond to alarms, signals, and machinery noises associated with a work environment.
5. Ability to utilize the full scope of visual capacity in performing duties.
6. Physical ability to operate a motorized vehicle and light/medium equipment.

"We Care about our Community"



Town of Palisade, Colorado

Education and Training:

- Two-year associates degree or four-year bachelor's degree or military service preferred.
- Requires minimum education of a High School Diploma or GED equivalent
- Class C Water Distribution or Collection System Operator License or ability to obtain one within 120 days of employment.
- Must have drivers license. Commercial Driver License – Preferred

Additional Requirements:

Random drug and alcohol testing as per Department of Transportation Requirements if have a Commercial Drivers License.

Equipment Used:

Town owned vehicles (Pick-up and Dump Truck), Skid Steer, Backhoe, Trenchers, Valve Maintenance Equipment, Compactor, Cut-off Saw, Jack Hammer, Water Meters, Hand and Power Tools, Testing Equipment, Air Compressors, Meter Reading Equipment and Software and all equipment normally used in the repair and maintenance of the Town's infrastructure.

Environment Conditions:

Majority of this position's duties are performed in an outdoor environment. The incumbent may experience exposure to a variety of weather conditions and hazards associated with water outdoor and plant operations such as weather/temperature changes, chemical, mechanical, and electrical hazards, working at heights and below ground level, fumes, gases, and odors associated with the environment and work environment.

"We Care about our Community"