



City of Brownsville

Public Works Temporary

Employer: City of Brownsville
Department: Public Works
FLSA Status: Temporary/Seasonal

Pay Range: Set by Council
Revised: April 2009
Reports to: Public Works
Superintendent

General Statement of Duties

The Public Works Operator performs a variety of semi-skilled and skilled manual tasks in the maintenance of infrastructure, streets, parks, cemetery and all public facilities. The Public Works Operator performs duties under the general guidance of the Public Works Superintendent. The following are examples and are not intended to include all of the duties assigned to this classification.

Essential Job Functions

- ◇ Provides grounds maintenance functions on all public property.
- ◇ Loads and unloads materials and supplies as required.
- ◇ Operates a variety of equipment including power & hand tools, jackhammers, park maintenance equipment, power saws, painting equipment, acetylene torch, compressors, drills and other shop tools.
- ◇ Repairs buildings, fences, roofs, walls, foundations and other appurtenances as necessary.
- ◇ Operates all equipment necessary to complete tasks as assigned.
- ◇ Repairs and performs minor mechanical repairs on vehicle and equipment.
- ◇ Maintains logs and paper work in accordance with Department policy.
- ◇ Performs other tasks as assigned by the Public Works Superintendent.

Other Job Functions

- ◇ Complies with Department safety policies.
- ◇ Attends training as needed.

Required Knowledge & Abilities

- ◇ Knowledge of materials, methods and techniques used to complete assigned tasks.
- ◇ Ability to follow oral and written instructions.
- ◇ Ability to work as a team player in a fast paced environment.
- ◇ Must work well under pressure and deal with conflict professionally.
- ◇ Ability to establish and maintain working relationships with fellow employees, elected & appointed officials and citizens.

Required Experience & Training

- ◇ Graduation from high school or equivalent certificate or any satisfactory combination of related experience.
- ◇ Possess a valid Oregon driver's license.

Physical Requirements

- ◇ Must be able to operate light equipment.
- ◇ Must be able to operate a variety of shop and construction tools as assigned.
- ◇ Must be able to work in a variety of weather and working conditions.
- ◇ Must be able to move and carry a variety of objects.
- ◇ Must be able to lift seventy or more pounds occasionally and/or up to fifty pounds frequently.

The City of Brownsville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City may provide reasonable accommodations to qualified individuals. Requests for accommodations should be made to the City Administrator. This job description does not constitute an employment agreement between the City and the employee and is subject to change by the City as needs and requirements of the classification change. The City Administrator may assign additional duties as needed at any time.

By signing the position description, you are acknowledging that you have read and understood the information presented.

Employee

City Administrator