



# CITY OF ALAMO HEIGHTS PUBLIC WORKS DEPARTMENT

Job Announcement 11/18/2011

**JOB TITLE:** Maintenance Worker

**STARTING PAY:** \$ 10.10 per hour, minimum, D.O.Q.

**GENERAL JOB DESCRIPTION:** Works under direction of a Public Works Crew Leader and/or Equipment Operator. Performs various manual labor duties in support of the Public Works divisions: Solid Waste, Streets, Parks, Facility Maintenance and Utilities.

**ESSENTIAL JOB FUNCTIONS:**

- Operates tractors, mowers, trimmers, trucks and other vehicles, equipment and tools
- Performs minor and preventative maintenance on equipment
- Performs tree and vegetation removal and trimming as needed, also maintains chainsaws in a ready state for use as needed
- Picks up solid waste and recycled materials, including loading into collection trucks, on assigned collection routes
- Performs maintenance and repairs on water and wastewater systems as directed
- Performs minor and preventative maintenance in City facilities
- Reads water meters, if required, for verification of readings
- Performs turn-ons/ turn-offs and other customer service tasks as needed
- Maintains assigned vehicle(s) in a clean, safe and operable condition
- Advises when tire replacement or repairs are needed on all vehicles
- Responds to after-hours calls whether scheduled or not
- Assist other departments as directed
- Performs other duties as assigned

**EDUCATION REQUIREMENTS:**

- High School diploma or G.E.D. preferred but not required
- One year experience in equipment operation and minor repair and preventative maintenance of equipment
- One year of general construction experience

**KNOWLEDGE / SKILLS:**

- Knowledge of safety practices and requirements of the job
- Ability to work well with people
- Knowledge of operation of tools and power equipment

**SPECIAL REQUIREMENTS (LICENSES / CERTIFICATIONS):**

- Valid Texas Class C Driver's License; Texas Class B CDL is desirable

**PHYSICAL REQUIREMENTS:**

Physical requirements include the ability to lift up to 50 pounds on a regular basis; as well as visual acuity, speech and hearing, hand/eye coordination and manual dexterity necessary to operate tools and equipment associated with the job. Working conditions are in a field environment. Must be able to pass a drug and/or alcohol screen.

If you are interested in this position and have the necessary experience and skills, contact Human Resources Manager Judie Surratt at 210-882-1503. *This Job Posting will remain open until position is filled.*