CITY OF TROTWOOD JOB DESCRIPTION

POSITION: Maintenance Technician **FLSA STATUS**: Non-Salaried; Non-exempt from overtime

DEPARTMENT: Public Works **REPORTS TO**: Operations Supervisor of Public Works Dept.

JOB SUMMARY:

This is general duty maintenance work consisting of maintenance and repair of public streets, parks, equipment, infrastructure and facilities in accordance with prescribed City policies and regulations. Operates City owned heavy equipment in the performance of job duties.

ESSENTIAL FUNCTIONS

- Repairs streets, curbs, catch basins and alleys.
- Operates city owned heavy equipment such as leaf machine, back-hoes, dump trucks and tractors.
- Installs traffic control signs.
- Repairs City equipment and building.
- Does concrete and asphalt work
- Installs drain tile to insure proper drainage of storm sewers and drainage ditches.
- Paint traffic lines on street.
- Mows grass, weeds, and trims shrubs and trees.
- Paints buildings and equipment.
- Operates sewer-cleaning equipment.
- Repairs broken sewer and water lines.
- Does snow and ice removal work.
- Performs general maintenance of City property and equipment.
- Maintains City owned park grounds and equipment.
- Performs related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of building and grounds maintenance methods, tools, materials, and supplies;
- Ability to interpret plans and specifications; ability to develop and maintain effective working relationships with associates and the general public;
- Ability and willingness to perform heavy physical labor for extended periods, and to work occasionally under adverse weather conditions;
- Ability to become skilled in operating City heavy equipment and trucks.
- Ability to work effectively with work crews and teams.

EDUCATION AND EXPERIENCE

- H.S. Diploma
- One year of general maintenance experience.

ADDITIONAL REQUIREMENTS

- Must possess a valid State of Ohio Driver's License.
- Must possess and maintain a valid CDL Class B or obtain one within six months of hire.
- Must be able to work outside in extreme weather conditions**.**
- Must be able to lift 80 pounds**.** Must be able to operate to safely and skillfully operate heavy equipment within one year of hire.

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Employee Signature Date