

Public Works Technician

Job Status

Open - open and accepting applications

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City of Eureka Springs

Job Description

Job Title: Public Works Technician

NOTE: All information on job applications, resumes, correspondence, and emails to/from city offices, including Name, Address, Phone Number, and Email addresses are subject to Arkansas Freedom of Information Act (FOIA).

Applications can be submitted via email to [HumanResources \[at\] eurekaspringsar.gov](mailto:HumanResources@eurekaspringsar.gov) ()

You can download copy of the City's Application at <https://www.eurekaspringsar.gov/jobs>

Exempt (Y/N): No

Department: Public Works

Date: March 2024

Reports To: Public Works Manager

Salary Range: \$15.00 - \$18.00 Per Hour

SUMMARY

The position of the Public Works Technician involves semiskilled manual labor and general maintenance activities in the Public Works Department. Work is performed under limited supervision at the direction of the Public Works Manager. Many tasks are routine and once mastered require limited supervision. Department operations include, but are not necessarily limited to, maintenance of streets, sidewalks, rights-of-way, stormwater, water distribution, sanitary sewer collection and treatment, and compost facility duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Assists in performing a variety of semiskilled manual labor tasks and other general maintenance tasks to include the maintenance and repair of City infrastructure including streets, sidewalks, rights-of-way, stormwater, water distribution, and sanitary sewer collection and treatment. Tasks may include the following: mowing and trimming City rights-of-ways, painting pavement lines, street sign maintenance, cleaning drainage structures, asphalt patching, street sweeping, trash removal, water line and service installation and repairs, sanitary sewer jetting, cleaning, repair, and treatment plant operations, compost facility operations and wood chipping, and other related tasks at the direction of the Public Works Manager.

Operates and maintains equipment required in performing various tasks as trained/directed by the Public Works Manager to include but not limited to small equipment, hand tools, dump truck, backhoe, skid steer, woodchipper, street sweeper, etc. Responsible for preventative maintenance on all equipment used. Perform related tasks as assigned.

(These essential job functions are not to be construed as a complete statement of all duties performed and are intended only as illustrations of various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assessment of the position. Employees will be required to perform other job-related duties as required.)

SPECIAL KNOWLEDGE, SKILLS, ABILITIES OR EDUCATION:

- Knowledge of the potential occupational hazards associated with outdoor maintenance.

- Basic knowledge of irrigation systems, concrete and paving work, stormwater systems, and general maintenance.
- Ability to understand and follow oral and written instructions.
- Ability to use, care, and maintain all Public Works equipment.
- Ability to keep and maintain records of work accomplished to meet the requirements of State and Federal regulations.
- Ability to work unsupervised.
- Ability to drive and operate large maintenance vehicles and equipment.
- Ability to read, write, and follow instructions.
- Ability to perform heavy manual labor under various weather conditions.
- Ability to establish and maintain effective working relationships with supervisors, coworkers, and the public.

IMMEDIATE SUPERVISOR: Public Works Manager

MINIMUM QUALIFICATIONS:

- Graduation from high school or equivalent supplemented with two (2) years of experience in manual labor maintenance, or an equivalent combination of relevant education and experience.
- Must possess a valid Arkansas Driver's License.
- Sufficient physical strength and agility to perform heavy manual labor.
- Must be able to lift fifty (50) pounds.
- Proficient in speaking English.
- Must be able to operate mowers, tractors, trucks, and a variety of other hand tools and equipment (power and manual).
- Must meet physical and environmental demands of working outdoors in all weather conditions for most of the day; exposure to insects, chemicals, and traffic fumes; dangers of working in public rights-of-way.

DESIRED REQUIREMENTS

- Demonstrated ability to work as a team.
- Commitment to effective customer service.

ENVIRONMENTAL CONDITIONS

Works inside and outside under adverse conditions.

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