



## Town of Ixonia

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## Public Works Department Crewperson Job Description

Job Title: Public Works Department Crewperson

Department: Highway

Reports to: Public Works Superintendent

**GENERAL DESCRIPTION:** Employee must have the ability to do all highway maintenance, help with maintenance and function of sanitary sewer, equipment and truck maintenance.

### **ESSENTIAL JOB FUNCTIONS:**

- Class 8 Truck Operation
- Heavy Equipment Operation
- Highway Snow and Ice Control
- Class 8 Truck Maintenance
- Heavy Equipment Maintenance
- Help with Sanitary Sewer and Plant Function
- Fabrication and Welding Skills
- Building Maintenance
- Use of hand tools and power equipment

### **EDUCATION AND EXPERIENCE:**

- High School Diploma or Equivalent
- Work Experience in Heavy Equipment
- Work Experience in Various Size Trucks
- Current Class A CDL
- Minimum of two years of construction, heavy equipment operation, maintenance or related experience

### **QUALIFICATIONS**

- Knowledge of sound principles and practices in the safe and effective operation of specialized and motorized equipment including lawn mowers, trucks, tractors and other maintenance and construction equipment used in snow removal and improvements of grounds and road facilities
- General mechanical knowledge and aptitude of and familiarity with the maintenance, lubrication and repair of such equipment
- Considerable knowledge of the tools, methods and material used in the building trades such as plumbing, welding, electricity, carpentry, masonry, painting and etc.
- Ability to perform tasks on a regular basis which require frequent standing, climbing, lifting, reaching, bending, squatting and carrying
- Ability to perform duties with varying heights
- Ability to work with a minimum of supervision
- Responds to call ins and report to work after hours and on weekends on short notice for snowplowing, emergency work etc.

### **WORKING CONDITIONS:**

- While performing the duties of their job, the employee regularly works in outside weather conditions.

- Moderate to heavy lifting required, 75 lbs.+.
- Physical exam required confirming ability to work to meet physical demands.
- Must be able to respond to call-ins, work overtime and report to work with little or advanced notice if required

**NECESSARY SPECIAL REQUIREMENTS:**

- Permanent residence within 20 miles or 25 minutes of highway garage.
- Must be on call 24/7 during winter.
- Must be capable of working well with others and the public.
- Class A CDL
- Must pass pre-employment drug screen

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above list is not intended to be an exhaustive list of all responsibilities and duties required.