City of Ames

Process Maintenance Worker

SALARY	$26.21 - $33.78 Hourly	**LOCATION**	515 Clark Avenue, Ames, IA, 50010, IA
JOB TYPE	Full-Time	**JOB NUMBER**	26-5412-02
DEPARTMENT	Public Works	**DIVISION**	Public Works Resource Recovery
OPENING DATE	11/02/2026	**CLOSING DATE**	11/23/2026 12:00 PM Central
FLSA	Non-Exempt	**BARGAINING UNIT**	FBC
RESIDENCY REQUIREMENT?	Yes		

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 66,000 residents providing an excellent quality of life. Home to Iowa State University, Ames offers year-round recreation opportunities, diverse cultural offerings, a stable economy, safe neighborhoods, and a high-achieving school district.

General Information

The City of Ames is conducting a recruitment to establish a Civil Service eligibility list for this classification. The list will be valid for up to one year from the date of certification by the Ames Civil Service Commission and may be used to fill one or more vacancies in this classification. In addition, City of Ames Civil Service employees who have previously held Civil Service status in this classification and are interested in voluntarily demoting or laterally transferring into the current vacancy must submit their application by the deadline.

Under general supervision, performs skilled & semi-skilled maintenance and processing work, including manual labor, at the Resource Recovery Plant.

This position requires rotating shifts between an early to a late shift on Mondays to Fridays:
Shift 1: 5am-1pm
Shift 2: 8am-4pm
.
Effective July 2026 the pay range for Process Maintenance worker is as follows:
Step A: $26.21 starting
Step B: $27.47 6 months
Step C: $28.97 12 months

Step D: $29.97 18 months
Step E: $31.25 24 months
Step F: $32.53 36 months
Step G: $33.78 48 months

There are also training opportunities for career progression to become eligible for the Maintenance Technician I and II positions, including a skill based pay plan. Maintenance Technician I can earn between $33.47 and $36.03 per hour; Maintenance Technician II can earn between $39.21 and $40.47 per hour; once qualified by completing and passing required training courses.

In order to be considered for this position, all applicants must submit their online application by the deadline listed on this posting. Your application includes complete responses to the supplemental questions. Please keep in mind that submission of a resume in lieu of work history on your application or answering the supplemental questions is not sufficient.

Examples of Essential Job Functions

Examples of Essential Job Functions: Drives and operates trucks, tractors, forklifts, end loaders, and other motorized equipment with various attachments; monitors and maintains shredders and conveyors; fabricates special equipment for maintenance or construction projects; may act as a lead worker for a maintenance team; makes estimates of parts and materials needed for maintenance projects; reads and interprets various types of electric test equipment and vibration meters; may assist higher level maintenance staff on 480 volt electrical systems and equipment when de-energized by others; makes mechanical and non-mechanical repairs to equipment; performs a variety of grounds, facilities, and other general maintenance or clean-up activities; loads and unloads a variety of materials manually or using lift equipment; reads and interprets blueprints, technical manuals, construction drawings and SDS sheets; receives or generates a variety of printed materials including memos, blueprints, instructions, maps, and schedules; maintains records related to equipment and materials usage and other job activities. Performs all duties in a manner consistent with proper safety policies and procedures.

Each employee is expected to continually strive to bring shared values to life through our Excellence Through People organizational culture. ETP values include: committing to continuous improvement; inspiring creativity and innovation; being customer driven; making data-driven decisions; committing to diversity, equity and inclusion; championing employee involvement; striving for excellence; having fiscal stewardship; acting with honesty and integrity; exhibiting leadership; choosing a positive attitude; respecting one another; promoting safety and wellness; and cultivating teamwork. For leaders, this includes creating a work culture that brings these values to life. For all employees, this includes maintaining a Total City Perspective. The purpose of ETP is to deliver exceptional services to the public at the best price, and for employees to experience an enjoyable and stimulating work environment.

Other Job Functions: Maintains an equipment and materials inventory.

Qualifications

Education and Experience: Two years of general labor experience involving the use of tools and equipment common to general construction, maintenance, and repair work.

Licenses and Certificates: Valid driver's license required; must obtain a valid type A Commercial Driver's License and any required endorsements within six months of appointment.

Knowledge, Skills, and Abilities: Knowledge of the types and uses of common and power tools, materials, and

equipment used in general construction, maintenance and repair work; knowledge of the precautions necessary to work safely with and around mechanized construction and maintenance equipment.

Skill in the use of tools, machinery, motorized vehicles, and other items common to general construction, maintenance, and repair work; skill in the use of measurement and diagnostic equipment common to general construction, maintenance, and repair work. Must have basic computer knowledge.

Ability to perform manual tasks involving physical strength and endurance under variable weather conditions; ability to understand and carry out specific verbal or written instructions; ability to operate motorized vehicles and other motorized equipment; ability to calculate or estimate the amounts of materials needed; ability to lead a maintenance team; ability to establish and maintain effective working relationships with citizens or public service organizations, supervisors, co-workers, other City employees, and vendors.

Supplemental Information

Required Physical Activities: Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, repetitive motions.

Physical Characteristics of Work: The work involves sitting 0 to 5 percent of the time; sitting and using arm/leg controls 0 to 40 percent of the time; standing (but not walking) 0 to 35 percent of the time; standing and walking 10 to 35 percent of the time; frequently lifting objects under 10 pounds; routinely lifting objects from 10 to 25 pounds; routinely lifting objects from 25 to 50 pounds; and routinely lifting objects over 50 pounds. Ability to wear a dust mask/respirator.

Vision Requirements: The minimum standard for use with those who work with machines such as lathes, drill presses, power saws or mills where the vision capability requirement is at or within arm's reach.

Environmental Conditions: The work is performed inside and/or outside and includes being exposed to extreme cold, extreme heat, noise, vibration, mechanical hazards, electrical hazards, chemical hazards, atmospheric conditions that affect the respiratory system or skin; required to wear a respirator, confined spaces, darkness or poor lighting conditions, and isolation.

Equipment Essential to the Job: A variety of motor vehicles and heavy equipment including pickup trucks, dump trucks, forklifts, aerial boom trucks and end loaders, semi tractor/trailer; a variety of general purpose maintenance equipment including brooms, shovels, cleaning equipment and cleaning chemicals; power and hand tools including grinders, drills, saws, air compressors, pumps, hand tools; operates torches, welder, and iron worker; a variety of personal safety equipment and clothing including dust mask, ear plugs, a First Aid kit, gloves, safety goggles, raincoats, gas monitors, computers (both personal and desktop), and video equipment.

The City of Ames participates in the United States Department of Transportation Federal motor Carrier Safety Administration (FMCSA) Drug and Alcohol Clearinghouse, which provides information on drug and alcohol-related violations for commercial drivers license (CDL) drivers. Candidates selected for employment for positions with a requirement to possess a CDL will be subject to a query within the FMCSA Drug and Alcohol Clearinghouse as part of the pre-employment background check process. For additional information please contact Human Resources at 515-239-5199 .

Residency Requirement:
The required residence area is the area bordered by the Boone and Story County lines on the north and south, State

Highway 65 on the east; and on the west, County Road R27 north of Boone, and the Des Moines River south of Highway 30 to the Boone County line. Communities intersected by the borderlines, and Zearing, shall be considered within the area. The permitted residency area is that area inside the borderlines. The area adjacent to but outside the borderlines is not included. After completing his/her probationary period, a new employee shall, within three (3) months, reside within the residency area. The department head may allow an employee up to an additional three (3) months if the employee provides documentation of financial commitment to move within the residence area.

Selection Process:

The selection process consists of an evaluation of education and experience; phone interview; on-site interview, which will include a manager meeting; and completion of reference checks and a criminal background check, which includes a sex offender registry check. All candidates will be notified by email of their application status.

Preference may be given to applicants possessing qualifications above the minimum.

Depending on the number of qualified candidates, the City may forego phone interviews.

E-Verify Process:

The City of Ames participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with the City of Ames must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity on their first day of employment. Please be prepared to provide required documents on your first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-239-5199 or go to the US Citizenship and Immigration Services web page at: http://www.uscis.gov.

NOTE: Applicants with disabilities may submit requests for ADA testing or interview accommodations to the Human Resources Department prior to the test or interview.

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, age, religion, sex, sexual orientation, gender identity, genetic information, ancestry, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515-239-5199.

Employer
City of Ames

Address
515 Clark Ave

Ames, Iowa, 50010

Phone
515-239-5199

Website
http://www.cityofames.org/jobs

Process Maintenance Worker Supplemental Questionnaire

*QUESTION 1

WIll you have a valid driver's license at the time of hire?

- ◯ Yes
- ◯ No

*QUESTION 2

Do you have a class A commercial driver's license?

- ◯ Yes
- ◯ No

QUESTION 3

Are you able to obtain a class A commercial driver's license within 6 months of employment?

- ◯ Yes
- ◯ No

*QUESTION 4

Do you have the ability to obtain a 24-hour Hazard Waste Operations and Emergency Response Certification within 6 months of employment?

- ◯ Yes
- ◯ No

*QUESTION 5

Do you have two years of general labor experience involving the use of tools and equipment common in general construction, maintenance, and repair work or equivalent combination related education and experience?

- ◯ Yes
- ◯ No

*QUESTION 6

Pleease describe your experience using tools and equipment common to general construction, maintenance and repair work. (please include length of time)

*QUESTION 7

Please describe any other education, skills or experience you possess that may be related to this position.

*QUESTION 8

Hve you participated in a Commercial Driver's License drug-testing program with a previous employer?

- ◯ Yes
- ◯ No

*QUESTION 9

If you have participated in a Commercial Driver's License drug-testing program with a previous employer, please lisst the employer's name, address, phone number and the designated person that oversaw the program.

* Required Question