

Maintenance Worker Needed!

The City of Depoe Bay is looking for the right person to fill an immediate opening for a Maintenance Worker position. Love to tinker and problem solve? How about tackling new challenges? If yes, this is your chance to shine!

Under direction of the Public Works Director and the supervision of the Public Works Supervisor, this position performs a variety of manual and semi-skilled tasks in the maintenance and upkeep of City parks, the Community Hall, City buildings, infrastructure, rights-of-ways, and related facilities and equipment, including the cleaning and maintenance of City-owned and leased restroom facilities. The Maintenance Worker serves in a position of public trust and service, as well as public scrutiny, and must conduct him/herself accordingly at all times.

1. Provides maintenance and janitorial services for all facilities, buildings, restrooms, and parks, including irrigation systems, benches, gates and fencing. Performs minor plumbing, electrical, painting, and carpentry tasks.
2. Picks up and empties trash throughout the City from all facilities, buildings, streets, and parks.
3. Works with Utility Workers in maintenance of utility systems assisting with various duties such as reading water meters and maintenance or repair of water lines, valves, fire hydrants, pumps, drainage systems, street, parks, and buildings. Also works with Utility Workers reading/repair and maintenance of water meters.
4. Operation of light to heavy equipment, including dump trucks, lifts, backhoes, vactor, mowers and various power tools. Also performs the repair/maintenance work normally performed on this equipment.
5. Maintains and repairs streets, alleys, and rights-of-way. Clean-up of road right-of-way, open ditches, vegetation control, and storm drainage system.
6. Placing, maintaining and replacing street, directional or informational signage.
7. Set up and tear down materials and equipment for special events. Utilize proper safety precautions and protective equipment related to work performed.
8. Performs other duties as required.

This is a non-exempt position; hourly range for a Maintenance Worker 1 is \$23.00 (\$47,880 annually) - \$32.39 (67,372 annually). New hires are generally started at the beginning of the range; however, starting at a higher step is considered commiserate with level of experience.

MINIMUM EXPERIENCE AND EDUCATION – Equivalent to completion of high school education. Two years of experience in working with the public in customer service, janitorial, harbor and/or park maintenance, landscaping, construction, marina and/or boating experience or any satisfactory combination of experience and training. Willingness to obtain additional education/training.

MINIMUM SKILLS AND ABILITIES - Building and ground maintenance which includes carpentry and painting; landscaping practices and techniques; safety rules and precautions; safe use of vehicles, tools, materials and equipment required to perform

duties. Basic knowledge in mechanics, hydraulics, welding, and carpentry. Ability to obtain and maintain required safety certifications and Oregon driver's license; ability to develop and maintain positive, cooperative, team-oriented working relationships with supervisors and co-workers; ability to maintain a professional appearance and a positive, courteous, and helpful attitude toward customers and the general public; satisfactory equivalent combination of experience and training which demonstrates the knowledge, skills, and abilities to perform the essential job functions.

While performing the duties of this position, the employee is frequently required to stand, sit, bend, stoop, communicate, reach, and manipulate objects, tools, or controls. The position requires mobility. Many duties are physically demanding, requiring the occasional moving of materials weighing up to 100 pounds. Movement of materials weighing 25 pounds may consume up to 20 percent of the work period. Activity and types of duties performed require manual dexterity, coordination, and ability to use personal protective equipment, such as respirator mask, steel-toed boots, chaps, etc.

The majority of duties take place outside buildings with exposure to all types of weather conditions on a year-round basis, including exposure to traffic, dirt, oil, grease, fumes, noise, and chemicals.

May require working on weekends and holidays as needed.

An **EMPLOYMENT APPLICATION** MUST be submitted. Application, resume, and additional information should be emailed to admin@cityofdepoebay.org.

Blank applications can be obtained by contacting Gena Burke at 541-765-2361 or admin@cityofdepoebay.org

First consideration of applications: April 8, 2024 - Position is open until filled