POSITION OPEN: PUBLIC WORKS I, II, or III

(Classification dependent on applicant’s qualifications and experience)

POSTED: 03.16.2020
PAY RANGE:
PW I: $14.72 - $22.30/hr
PW II: $16.15 - $23.85/hr
PW III: $17.17 - $24.95/hr

CLOSING DATE: 1st Review: 04.01.2020
STATUS: Full-Time, Non-Exempt
BENEFITS: Medical, Dental, Retirement, Life, AD&D, Leave Accrual

DUTIES
The Public Works I, II or III position available is an at-will, full-time, non-exempt position working under the direction of the Public Works Director. Position performs a variety of skilled duties related to the construction, installation, maintenance and repair of utility service systems including streets, water transmission and distribution, wastewater collection and repair/maintenance of City roads, parks, water and sewer systems, buildings, and other City facilities. Receives project assignments and completion schedules; takes assigned equipment, materials and manpower to the appropriate site and completes the project as directed. Works under the general supervision of the Public Works Director.

ESSENTIAL FUNCTIONS
- Must work on-call in rotation with other department employees.
- Required to respond and evaluate emergency situations and help determine the correct course of action.
- Crossed trained to work in all areas of Public Works, including but not limited to water, sewer, streets, buildings, parks, equipment, etc. to include maintenance and repair of those systems.
- Responsible to perform special projects as assigned.

QUALIFICATIONS
- High School graduation or GED; AND
  the number of years of experience performing the above or related duties as required by each position title.
- Valid Class D Utah Driver’s License and good driving record
- Must be able to read, speak and comprehend in English.
- Must have the ability to read and comprehend simple instructions, short correspondence and memos, and clearly communicate ideas, recommendations, and instructions orally and in writing.
- Ability to add, subtracts, divide and multiply basic formulas and quantities.
- Proficient in the operation of heavy to light construction, maintenance equipment & a variety of hand tools
- Positive work attitude; enthusiastic, confident, outgoing, helpful and committed.
- Ability to meet deadlines, multi-task, and stay organized.
- Have the ability to communicate one-on-one with and maintain good working relationships with co-workers and staff, supervisors, suppliers, and the public.
- Reliability and good attendance.

SPECIAL QUALIFICATIONS
- Commercial Driver's License (CDL)
- Possess required certifications as required by each position title

****Equal Opportunity Employer****

The Human Resources Office will provide reasonable accommodations for any applicant during the examination and selection process. If you have special needs please call 801.776.0970. West Point City does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment of the provision of services.

NOTICE: DUE TO PREVENTABLE MEASURES REGARDING THE COVID-19 PANDEMIC, CITY HALL IS RESTRICTED TO INCOMING TRAFFIC. YOU MAY SUBMIT YOUR APPLICATION VIA EMAIL AT HR@WESTPOINTCITY.ORG, MAIL, OR USE OUR DROP BOX LOCATED IN THE NORTHEAST CORNER OF THE PARKING LOT.