

HUMAN RESOURCES DIVISION
PHONE: 815/724-4020
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150 WEST JEFFERSON STREET
JOLIET, ILLINOIS 60432-4158

EMPLOYMENT OPPORTUNITIES

JOB POSTING #: 17-18
POSTED: 02/16/2018, 11:00 a.m.
EXPIRATION: 03/09/2018, 4:30 p.m., or until filled
TITLE: MAINTENANCE WORKER (Position Code #2195)
SALARY: \$46,749 - \$88,162
DEPARTMENT: PUBLIC WORKS & UTILITIES
DIVISION: VARIOUS

A COPY OF A VALID STATE OF ILLINOIS CDL w/AIR BRAKES
MUST BE PROVIDED WHEN SUBMITTING COMPLETED APPLICATION

GENERAL PURPOSE

This position performs unskilled and semi-skilled work of a varied nature in constructing, maintaining and operating City streets, infrastructure, equipment and facilities; performs related work as required

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs general laboring tasks such as repairing sewers, cindering and patching streets, and assisting in emergencies such as floods and storms;
Repairs minor maintenance and custodial work in the care of departmental facilities;
Trims, sprays and prunes trees and paints tree wounds;
Installs and paints barricades;
Cuts brush and operates chipping machine as an incidental task;
Services trucks and other equipment;
Operates compressor;
May operate various motorized equipment;
Plows snow;
Serves as a helper to a maintenance tradesman or plant operator;
Drives dump truck and other motor equipment;
Performs related duties as required.

Roadways

Repairs and patches streets, sidewalks and curbs, operates air hammer and other equipment; Rebuilds streets, inlets and catch basins; Installs and replaces street and traffic signs; Straightens and replaces parking meter posts.

Sewer

Locates and repairs defective sewer tiles;
Excavates and repairs sewer cave-ins and collapsed pipes; digs ditches and mixes mortar; Clears blockages, cleans and water jets sewer lines and structures.

Water

Performs daily inspections and maintenance of utility plants in surrounding areas to assure proper operation and clean and orderly conditions; Repairs leaking water mains; Takes water taps and installs water meters; Performs fill-in as Operator I on rotating shifts as required.

POSITION REQUIREMENTS

Education and Experience:

Completion of a high school education or GED equivalent;
Some experience in public works and construction and maintenance work;
Any equivalent combination of experience and training which provides the required knowledge, skills and/or abilities.

Necessary Knowledge, Skills and Abilities:

Some knowledge of the methods and materials used in street maintenance and repair work;
Some knowledge of the method, equipment and materials used in maintaining, repairing and operating water and sewer systems;
Ability to maintain daily reporting forms and work orders for reporting work completed on a given day;
Good knowledge of the precautions necessary in performing maintenance, construction, and repair work;
Skill in the use and care of tools and equipment used in general maintenance, construction and repair work;
Ability to take adequate measurements to record completed underground work, (i.e. location of curb boxes, valves and water and sewer pipes);
Ability to perform the physical demands of the position;
Ability to work outdoors under adverse conditions;
Skills in communication and interpersonal skills to professionally and respectfully interact with coworkers, managers, the public, and government officials to exchange or convey information, both orally and in writing;
Ability to establish and maintain effective working relationships with employees, City officials and the public;
Ability to comprehend and carry out oral and/or written instructions and sketches and exercise good judgment, thoroughness and dependability.
Ability to work rotating shift schedules.

ADDITIONAL REQUIREMENTS

Possession of a valid State of Illinois motor vehicle operator's license appropriate to operate equipment (CDL - Commercial Driver's License).

Must reside within the City of Joliet and/or reside within the City of Joliet within eighteen (18) months from the date of hire if the date of hire is after February 16, 2016.

A full job description is available in Human Resources upon request.

EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER