



Employees of the City of Redmond recognize that providing the finest customer service to our citizens and co-workers is best accomplished through INTEGRITY, ACCOUNTABILITY, LEADERSHIP, CREATIVITY, AND RESPECT

POSITION: STORMWATER UTILITY WORKER I
Public Works Department

*This is a full-time, AFSCME Counsel 75 union represented position.
Excellent benefit packet when eligible.*

Duties include but are not limited to:

Performs a variety of unskilled, semi-skilled and skilled tasks in the Public Works Department Transportation Operations and Wastewater Divisions.

SALARY GRADE:

Grade 6: \$2565 – 3153 per month

MINIMUM QUALIFICATIONS:

High School diploma, or GED equivalent, and a minimum of 1 (one) year of experience and training in street sweeper operation or street maintenance, repair and construction which has provided specific knowledge in the area assigned; or any equivalent combination of experience and training which demonstrates the ability to perform the above described duties. Ability to operate automobiles, pickup and utility trucks, equipment, machines, and tools safely and in conformance with applicable laws, regulations and work rules; understand and carry out written and oral instruction; work independently, or as part of a work crew in performance of regular assignments; establish and maintain effective working relationships with other employees, supervisors and the public.

Special Requirements/Licenses:

Possession of, or must obtain, a valid Oregon driver's license within thirty (30) days from date of hire. Possession of, or must obtain within six (6) months from date of hire, a valid Oregon CDL license of the required classification to operate Public Works Department vehicles and equipment. Must have a safe driving record.

Possession of, or ability to obtain any certifications or licenses required by City, State, or Federal agencies to work in the position assigned. Must obtain and keep current all certifications pertinent to traffic control in work zones.

HOW TO APPLY:

Request application packet from:

Oregon Employment Dept, Redmond Office

Phone: (541) 548-8196 x324

2158 SE College Loop, Suite B

Fax: (541)548-6379

Redmond, OR 97756

E-mail: Charlene.V.Miller@state.or.us

CITY OF REDMOND APPLICATION, CURRENT RESUME, AND LETTER OF INTEREST

(indicating why you want to be considered for this position) must all be received by the above Employment Office **no later than 5:00 PM, Friday, June 22, 2007**. Faxes are acceptable if received by the deadline and are complete.

Only those applicants who are selected to participate in the interview process will be notified.

Final candidate(s) selected for a position will be required to pass a drug screening and a thorough criminal history investigation.

It is the policy of the City of Redmond that there will be no discrimination or harassment on the basis of age, disability, gender, marital status, national origin, race, religion, sexual orientation, or veteran status in any educational programs, activities, or employment. The City of Redmond makes employment decisions based upon the evaluation of an individual's qualifications, ability and potential to contribute to the success of the City. Persons having questions about equal opportunity and nondiscrimination should contact the Recruitment Director (Sharon Harris) in the Human Resources department at (541) 923-7738.

If you require special accommodations for testing, interviewing or other employment-related activity, you must provide 48 hours notice to the ADA Coordinator Sharon Harris at (541) 923-7738, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs TDD (Telecommunications Device for the Deaf) or STS (Speech To Speech) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) 1-800-735-3896 (STS Spanish).

Equal Opportunity / Affirmative Action Employer
Drug Free Workplace

This announcement is not an implied contract and may be modified or revoked without notice.

AFSCME Council 75 Union Airport & Public Works

Disclosure Statement

During the recruitment process the City would like to inform prospective employees that if they are selected for a represented position within the Airport or Public Works department they will be subject to a collective bargaining agreement between their division and the City.

The City currently recognizes AFSCME Council 75, as the sole and exclusive bargaining representative for Airport and Public Works. AFSCME acts as a bargaining agent for the purposes of establishing rates of pay, hours of work, employee benefits, and other conditions of employment for represented, non-supervisory, and non-confidential regular employees.

Compulsory membership in the Union is not, and shall not, be a prerequisite for employment. However, any employee who objects to membership in the Union and chooses not to belong on the basis of bonafide religious tenets of a religious body of which the employee is a member, shall make a payment in lieu of dues to the Union or mutually agreeable charitable organization. Such payments shall be equal to current Union dues.

More detailed and specific information may be obtained from the Union President.



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CITY OF REDMOND

POSITION DESCRIPTION

POSITION TITLE: Stormwater Utility Worker I
DEPARTMENT: Public Works
FLSA STATUS: Non-Exempt
SALARY GRADE: Grade 6
EMPLOYEE GROUP: Union / Represented

PURPOSE OF POSITION:

Performs a variety of unskilled, semi-skilled and skilled tasks in the Public Works Department Transportation Operations and Wastewater Divisions.

ESSENTIAL JOB FUNCTIONS:

With training materials provided, learns the daily operation and maintenance duties of street sweeping and transportation/stormwater operations.

This position will primarily be used to operate the city's mechanical and air-regenerative street sweeper throughout all seasons as weather permits (approximately 9 months per year), in order to facilitate the function of the City's stormwater system through consistent gutter maintenance. During inclement weather when street sweeping is not feasible, this position will function with the Transportation Operations Division and Wastewater Divisions.

With daily supervision from qualified personnel, will assist with performing tasks to maintain the streets, alleys and rights-of-way and stormwater facilities within Redmond.

Transportation Division:

Snow and ice control: work includes all tasks requisite to the various phases of winter operations. Operate a variety of heavy and light equipment and or tools needed to keep roadways, highways, and bridges open for the traveling public.

Street signs: operates drill motor, post hole digger, shovel, jackhammer, level, and tamping bar to install signs on posts and install posts in ground. Uses reference manuals to determine correct placement of sign installations. Performs light carpentry in construction of forms, frames, brackets, bracing

Work zone traffic control: installs work zone signs and performs flagging duties. Control traffic and clean up of the roadway in emergency situations involving accidents and spills which may include hazardous materials.

Asphalt repair: operates various types of equipment and performs various tasks involved in the repair and maintenance of roadways, roadway shoulders, bike paths.

Street cleaning: operates regenerative air or broom type street sweeper.

Aggregate road and alley maintenance: adds material to and grades roads and alleys using wheel loader, dump truck, water truck, motor grader and roller.

Street painting: paints crosswalks, parking stripes, school crossings, railroad crossings and curb markings and measures and places stencils using measuring tape, stencils, and airless sprayer. With assistance from qualified personnel, learns to use reference manuals to determine correct/lawful placement of markings.

Right-of-way maintenance: grades shoulders, mows, and sprays vegetation using motor grader, flail mower and sprayer. Concrete repair: repairs stormwater infrastructure, curbs, sidewalks using concrete mixer and concrete finishing tools.

Crack sealing: seals cracks in asphalt using air compressor to blow out cracks and crack sealing trailer to fill cracks.

Wastewater Division:

Assist in maintaining the Storm Water system, Dry Wells, Drill Holes and Crossover Pipes.

With daily supervision from qualified operators, performs daily routine duties such as hosing, washing or scrubbing of tank walls, inlets, screens, baffles, channels, floors, walls, pumps and all related piping valves and equipment.

Assists in the daily operation and maintenance of Wastewater division equipment, tools and vehicles in an efficient and effective manner.

Works under the policies and procedures of the City, and performs duties in a safe manner in accordance with the established safety policies.

Performs other duties as assigned within the Public Works Department.

Auxiliary Functions:

May attend meetings, or serve on various employee committees.

JOB QUALIFICATION REQUIREMENTS:

Mandatory Requirements:

High School diploma, or GED equivalent, and a minimum of 1 (one) year of experience and training in street sweeper operation or street maintenance, repair and construction which has provided specific knowledge in the area assigned; or any equivalent combination of experience and training which demonstrates the ability to perform the above described duties. Ability to operate automobiles, pickup and utility trucks, equipment, machines, and tools safely and in conformance with applicable laws, regulations and work rules; understand and carry out written and oral instruction; work independently, or as part of a work crew in performance of regular assignments; establish and maintain effective working relationships with other employees, supervisors and the public.

Special Requirements/Licenses:

Possession of, or must obtain, a valid Oregon driver's license within thirty (30) days from date of hire. Possession of, or must obtain within six (6) months from date of hire, a valid Oregon CDL license of the required classification to operate Public Works Department vehicles and equipment. Must have a safe driving record.

Possession of, or ability to obtain any certifications or licenses required by City, State, or Federal agencies to work in the position assigned. Must obtain and keep current all certifications pertinent to traffic control in work zones.

SUPERVISION RECEIVED: The employee works under the supervision of the Transportation Division Manager. May be assigned to a Transportation Operations Utility Worker III, or Lead Worker who gives instructions or specific objectives and reviews work on specific projects for accuracy and adherence to standards.

SUPERVISORY RESPONSIBILITIES:

Supervision is not a function of this position. Employee may assist in guiding other employees in operational procedures.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee is required to stand, walk, and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl; and talk or hear.

The employee must occasionally lift and/or move up to 50 pounds and rarely lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

TOOLS AND EQUIPMENT USED:

Telephone, mobile radio; City vehicles; operates a variety of heavy and light equipment and/or tools needed to keep roadways, highways, and bridges open for the traveling public including Street Sweeper.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals and vibration. The employee is occasionally exposed to risk of electric shock.

The noise level in the field environment is usually moderate, except during certain maintenance duties when noise levels may be loud.

Employees in this position are required to work in areas or around equipment which may meet, or exceed the OSHA Hearing Conservation sound level. Employees in this position will participate in the City of Redmond Hearing Conservation Program.

Employee may be required to work evenings, weekends, or holidays.

This description covers the most significant essential and auxiliary duties performed but does not include other occasional work which may be similar, related to, or logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Chris Doty
Public Works Director

Sharon Harris
Human Resources Director

March 15, 2007
Date

ADOPTED: July 1, 2002
REVISED: December 1, 2004; March 2, 2007