



JOB DESCRIPTION

Department	Department of Public Works
Location	Roger Prange, 8600 Green Bay Road, Pleasant Prairie, WI 53158
Job Title	DTS Maintenance Worker (Levels I – III)
Classification	Hourly/Non-exempt
Pay Range	\$23.00/hr. - \$34.87/hr.

Job Summary

The Department of Technical Services (DTS) Maintenance Worker is a full-time, technical, field position in the Department of Public Works and reports to the Department of Technical Services Crew Lead. The primary responsibility of this position is to provide assistance in the operation, maintenance, and repair of the Village's water distribution system and wastewater collection system. This position performs the full range of water service and collection system inspection, maintenance, installation, and repair assignments as outlined below. Hours are 6:00 a.m. to 4:30 p.m., 4 days a week. Workdays may fluctuate on a rotating 10 hour schedule basis with some weekend, holiday, and overtime work required.

Essential Job Functions

DTS Maintenance Worker – Level I \$23.00/hr. - \$25.25/hr. PW17

- Utilizes a PC based computer for report generation, database management, SCADA system control monitoring and flow monitoring reports.
- Conducts residential water and sewer meter readings aligned with the applicable Village policies and procedures.
- Performs inspection, maintenance, installation, and repair of the Village's water distribution and wastewater collection systems.
- Safely operates snow removal equipment.
- Utilizes safe practices and takes protective measures as required, including wearing all applicable Personal Protective Equipment (PPE).
- Follows all Village policies, procedures, codes, and ordinances.
- Performs other duties and special assignments as directed within the scope of the Public Works Department.

DTS Maintenance Worker – Level II \$26.09/hr. - \$28.69/hr. PW14

In addition to Level I

- Familiar with the operations, objectives and equipment of water distribution and wastewater collection systems.
- Understands and utilizes Field Logic tools application on PC and Handheld systems.
- Performs water meter installations, inspections, and repairs on commercial and residential meters.
- Familiar with cross connection, well, and sump pump inspections and completes related documentation.
- Maintains, services, and repairs water distribution system assets such as hydrants and mains, valves and valve boxes.
- Completes minor maintenance such as valve exercising and hydrant flushing.
- Monitors and performs preventative maintenance on sewer lines, manholes, and lift stations.
- Conducts basic electrical, sewerage pump failure diagnostics and pump repairs.
- Completes Sanitary Sewer surcharge sampling.
- Ensures correct water meter calibration and completes any applicable documentation.
- Locates and marks underground Utilities including water, sewer, storm water, electrical, low voltage and other Village infrastructure.
- Completes collection of weekly water chlorine residuals as required by DNR.
- Completes collection of pond samples during summer months.

DTS Maintenance Worker – Level III \$31.00/hr. - \$34.87/hr. PW11

In addition to Levels I & II

- Monitors and manages SCADA water and sewer system control.
- Leads major lift station maintenance and water distribution projects and inspections.
- Operates and maintains video truck and equipment.
- Ability to safely operate loader, skid steer, and excavator.

Physical Requirements

- Essential job functions of this position require a significant amount of standing, walking, sitting, pushing, pulling, stooping, crouching, kneeling, climbing, and lifting and carrying a range of weight up to 100 pounds.

- Must be capable of physically demanding work in inclement weather for an extended period of time and in areas of noxious odors and smells, in wet or muddy areas, work in close proximity to loud and moving equipment and work in an environment where the noise level is usually moderately loud.
- Must have the ability to recognize possible exposure to carcinogenic dusts such as asbestos, toxic substances such as carbon monoxide, gases such as methane and hydrogen sulfate, or organic solvents either through inhalation or skin contact.
- Frequent public interaction which requires the ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.

Requirements - educational, certifications and experience –Level I

- High School Diploma or equivalent.
- Ability to obtain and maintain a valid Driver’s License; Commercial Driver’s License – Class B within six (6) months of employment (Class B required for Levels II & III).
- Ability to obtain First Aid-CPR Certification.
- Ability to obtain HAZWOPER Training within six (6) months of employment.
- Ability to obtain Confined Space Training.
- Ability to complete Workzone Safety Training.
- Ability to complete Basic SCADA Operation Training.

Requirements - educational, certifications and experience – Level II

In addition to Level I

- 1+ years of experience in Public Works Department or related field.
- Ability to obtain Competent Person Certification.
- Ability to complete Basic Pump Maintenance Training.
- Ability to complete Basic Sewer Sampler Maintenance Training.
- Ability to complete Winter Operations Salt Reduction Training.
- Ability to obtain and maintain Grade T (Operator-in-Training) Waterworks Operator Certification.

Requirements - educational, certifications and experience – Level III

In addition to Levels I & II

- 2+ years of experience in Public Works Department or related field.
- Ability to obtain and maintain Grade 1 Water Distribution Certification.
- Ability to obtain PACP, LACP, and MACP certifications.
- Ability to obtain and maintain Lab Operator certification.
- Ability to obtain and maintain a valid Commercial Driver’s License – Class A

I have read and understand the job duties and physical requirements of this position.

Signature

Date

Village of Pleasant Prairie is an Equal Opportunity Employer.