



TOWN OF LAKESIDE

JOB DESCRIPTION

JOB TITLE: Public Works Technician I

SALARY RANGE: \$37,440 - \$46,836

DEPARTMENT: Water

FLSA Status: Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

GENERAL SUMMARY

To perform work necessary for the maintenance and repair of water mains, fire hydrants, wells, pump stations and customer water and sewer service lines, lift stations and sewer mains ensuring all safety regulations are followed to maintain public health. Maintains streets, ROWs, easements, parks and public buildings, as well as other duties as assigned by the Public Works Superintendent.

SUPERVISION RECEIVED AND EXERCISED

This position receives general supervision from the Water and Sewer Superintendent. This position does not supervise any other positions.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Duties include but are not limited to the following:

- Assists in maintenance and repair operations, including, but not limited to, water leaks, meter change outs, lift stations, water and sewer lines, wells, pumps and other operations related to water and sewer operations
- Reads meters
- Operates equipment used in maintenance and repair of water and sewer projects
- Mows and maintains easement, parks and ROWs.
- Makes oral and written reports regarding daily progress
- Maintains building and grounds housing Town facilities

- Assists in street department activities when required
- Other duties as assigned

MINIMUM JOB REQUIREMENTS

EDUCATION AND EXPERIENCE

High School diploma or General Education Degree; some construction-related experience and plumbing knowledge is preferred; must be able to use hand tools, power tools and other equipment used in maintenance of water and sewer systems; basic knowledge of materials used in water and sewer systems.

LICENSES AND CERTIFICATES

Valid Class C Texas driver license; ability to obtain a Class D Groundwater license and minimum wastewater license within two years of employment

PHYSICAL ABILITIES

Ability to see. Ability to communicate, read and write in the English language. Ability to carry items weighing more than 50 pounds and lift to a height of 3-5 feet. Ability to walk, stand and kneel for extended periods of time. Ability to perform heavy manual labor in extreme heat or cold, and in the presence of extreme noise, dust, filth and possible mechanical or chemical hazards. Ability to use hand and power tools. Ability to drive in a safe and responsible manner. Ability to follow oral and written instructions. Ability to develop and maintain a positive working relationship with fellow employees and the general public.

The Town of Lakeside is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the Town of Lakeside will provide reasonable accommodations to qualified individuals with disabilities.

I have read and understand the duties and responsibilities of this job description.

Employee's Signature

Date

Supervisor's Signature

Date