



JOB ANNOUNCEMENT 2017-010

Lead Maintenance Worker (Sanitary and Storm) Public Works Department

Full Time / Non-exempt / AFSCME Represented

SALARY: \$23.28 - \$29.81 / Hourly
Plus 6% City paid PERS

OPENS: **June 7, 2017**

CLOSES: **June 23, 2017 at 5:00pm**

APPLY TO: Human Resources – City of Sherwood
22560 SW Pine St.
Sherwood, OR 97140
(503) 625-4201 - Fax (503) 625-4280
humanresources@sherwoodoregon.gov

SUMMARY AND REQUIREMENTS

In a lead capacity, supervise and perform operation and maintenance tasks to maintain the infrastructure within the City. Assignment typically involves work in a particular specialty area such as streets, parks, facility maintenance, sanitary and storm, sewer, or equipment maintenance, which may require additional training or licensing in order to perform assigned tasks. Operate, maintain, and repair various public works equipment.

Sanitary and storm assignment involves installing, maintaining, inspecting and repairing City sanitary sewer and storm drain systems, including: cleaning sanitary sewer and storm lines, removing debris, inspecting and repairing manholes and catch basins, installing and removing flow monitoring equipment, mowing vegetation, mixing and applying chemicals. Conduct dye and smoke test system to establish service connection, flow tests and any infiltration/exfiltration that may be present.

MANDATORY REQUIREMENTS: Equivalent to high school education and four or more years specialized training, or any satisfactory combination of experience and training which demonstrates the knowledge, skills and ability to perform in a Lead capacity. A minimum of two years heavy equipment operating. Advanced knowledge of the proper operation and maintenance of vehicles, tools and equipment, practices, methods, hazards and safety precautions used in the maintenance and repair of sanitary sewer and storm drain systems, and general equipment servicing methods.

SPECIAL LICENSES/CERTIFICATIONS: Possession of valid Driver's License, Class B Oregon Commercial Driver's License, CPR/First Aid card, Work Zone Traffic Safety Certificate, and Fork Lift Certification, Competent Person Certification, Confined Space Certification, Oregon Public Pesticide License. Level II Wastewater Collection, Oregon-Grade II Water Distribution Operator Certificate, Oregon Cross Connection Backflow Assembly Tester, Oregon Cross Connection Specialist, Oregon-Grade I Water Treatment Operator Certificate, NASSCO/PACP Certification.

PHYSICAL DEMANDS OF POSITION: While performing the duties of this position, the employee is frequently required to stand, sit, bend, stoop, communicate, reach and manipulate objects, tools or controls. The position requires mobility. Many duties are physically demanding requiring entry to confined spaces and occasionally moving materials weighing up to 100 pounds. Movement of materials weighing up to 75 pounds may consume up to 15% of the work period. Activity and types of duties performed require manual dexterity and coordination.

WORKING CONDITIONS: The majority of duties take place outside of buildings with exposure to all types of weather conditions and terrain on a year round basis. Position performs 24-hour emergency duties and may be subject to call-out after normal hours. Entry to confined spaces is required on an infrequent basis.

APPLICATION MATERIALS

Application materials must be completed and received by the Human Resource Department on or before the closing date. Electronic and faxed copies are accepted with a signature. A City Application can be found online at www.sherwoodoregon.gov or may be requested by mail by calling Human Resources at (503) 625-4201.

SELECTION PROCESS

A City application and cover letter that includes responses to the supplemental questions below, will be used to select the top candidates. Those selected for further consideration will be invited to an oral interview. Prior to hiring, the successful candidate may be asked to complete satisfactory criminal history background check and drug test.

SUPPLEMENTAL QUESTIONS

Please include responses to the following questions in your cover letter, at the time of application:

- 1) What is your experience leading crews in the construction, repair and maintenance of municipal infrastructure systems?
- 2) What is your experience using an Asset Management System and meeting performance standards?
- 3) Please explain your ability to work independently within a structured team.

VETERANS' PREFERENCE

It is the policy of the City of Sherwood to grant hiring and promotion preference to qualified veterans and disabled veterans in accordance with ORS 408.230, at each stage of the application and interview process. To claim veterans' preference in promotion, please complete the Veterans' Preference form provided with the City Application packet, and submit it with the required documentation at the time of application.

NOTIFICATION

Applicants that are not selected will be notified by phone, email, or letter once the position has been filled.

EQUAL OPPORTUNITY EMPLOYER

We are an Equal Opportunity Employer dedicated to a policy of non-discrimination in employment on the basis of race, color, religion, sex, national origin, age, or physical disability. The City of Sherwood provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the Human Resource Department at (503) 625-4201.