



CITY OF SARATOGA SPRINGS

EMPLOYMENT OPPORTUNITY MAINTENANCE I, II, III, or IV - STREETS FULL TIME

The City of Saratoga Springs currently has an opening for a Maintenance I, II, III, or IV – Streets technician, this is a full time position with the Saratoga Springs Public Works Department of approximately 40 hours per week. This position is under the supervision of the Assistant Public Works Director - Infrastructure. The Public Works Department will try to provide the successful applicant with opportunities to grow and progress within the department.

This position is responsible for assisting in the ongoing operation and maintenance of the City's storm drainage systems and streets throughout the City. This position also functions as one of the City's principal "on-call" employee for after-hours emergencies related to areas of responsibility and snow plowing.

APPLICATION PROCESS:

To apply, please submit a City application form and resume in person or by mail to the City of Saratoga Springs, Human Resources, 1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah, 84045, or by email to hneibaur@saratogaspringscity.com, or by fax to (801) 766-9794. Applications forms may be obtained on-line at www.saratogaspringscity.com.

SALARY RANGE:

- Maintenance I
 - a. Hiring Range between \$14.46/hr. and \$17.72/hr., hiring will normally occur at the minimum of the range
 - b. Full Salary Range
 - i. Minimum - \$14.46/hr.
 - ii. Midpoint - \$17.22/hr.
 - iii. Maximum - \$20.97/hr.

- Maintenance II
 - a. Hiring Range between \$15.66/hr. and \$19.18/hr., hiring will normally occur at the minimum of the range
 - b. Full Salary Range
 - i. Minimum - \$15.66/hr.
 - ii. Midpoint - \$19.18/hr.
 - iii. Maximum - \$22.70/hr.

- Maintenance III
 - a. Hiring Range between \$17.19/hr. and \$21.06/hr., hiring will normally occur at the minimum of the range

- b. Full Salary Range
 - i. Minimum - \$17.19/hr.
 - ii. Midpoint - \$21.06/hr.
 - iii. Maximum - \$24.92/hr.
- Maintenance IV
 - a. Hiring Range between \$18.86/hr. and \$19.18/hr., hiring will normally occur at the minimum of the range
 - b. Full Salary Range
 - i. Minimum - \$18.86/hr.
 - ii. Midpoint - \$23.10/hr.
 - iii. Maximum - \$27.34/hr.

BENEFITS:

The City offers a competitive benefits package including health, dental, life and long term disability insurance. The City participates in the Utah Public Retirement System (pension). In addition, the City does not participate in Social Security so no Social Security taxes are deducted from your paycheck. In lieu of the City's Social Security contributions, the City contributes 6.2% of salary into a 401(k) retirement plan. Other benefits include 120 hours of paid time off (PTO) accrued annually, 40 hours of short-term medical accrued annually, 10 holidays annually, and a flexible work week.

CLOSING DATE:

Open until filled. A first review of applications will be done on or after September 23, 2016 at 5:00pm; anything received after this date is not guaranteed a review or interviews. Send questions to Holly Neibaur at hneibaur@saratogaspringscity.com.

ESSENTIAL JOB FUNCTIONS:

- Inspection of all public streets, repair of damaged streets and coordination of street maintenance
- Sets forms, pours and finishes concrete and rakes asphalt in the construction, maintenance, and repair of streets, curbs, gutters, driveways, alleys, and sidewalks
- Operates light vehicles such as pickups to transport light rollers and to perform specialized maintenance functions; traffic striping and sign painting; operates light roller to compact asphalt patching
- Perform maintenance, operations and cleaning of the City's entire drainage system
- Comply with applicable federal, state and local codes and regulations related to storm drain maintenance
- Operates pickup and dump trucks, backhoe, loader, skid steer, and other maintenance equipment; performs routine maintenance on equipment
- Monitor drainage systems during storms removing blockages as necessary to maintain flow
- Perform storm clean-up. Remove trash and debris built up on grates and inlet wings during and after storms, monitor problem areas prone to flooding
- Snow plowing of public streets
- General maintenance duties of public facilities as assigned
- Performs other duties as assigned

JOB QUALIFICATIONS & COMPETENCIES:

Education & Experience:

- Maintenance I
 - a. A High School Diploma or GED equivalent
 - b. No experience is required, however preference will be given to applicants with some experience working in storm water systems, streets maintenance, asphalt services, or a related field

- Maintenance II
 - a. A High School Diploma or GED equivalent
 - b. Two (2) years of experience working with storm water systems and/or streets maintenance; or an equivalent combination of job-related education and experience

- Maintenance III
 - a. A High School Diploma or GED equivalent
 - b. Four (4) years of experience working with storm water systems and/or streets maintenance; or an equivalent combination of job-related education and experience

- Maintenance IV
 - a. A High School Diploma or GED equivalent
 - b. Six (6) years of experience working with storm water systems and/or streets maintenance; or an equivalent combination of job-related education and experience

Certifications Required:

- Maintenance I (these must be acquired within 12 months of the start of employment)
 - A Valid Utah CDL
 - Flagger Certification
 - Registered Stormwater Inspector
 - OSHA Confined Space Certification
 - Sweeper operator competency
 - Equipment training and competency
 - City Works work order documentation

- Maintenance II
 - Maintenance I Certifications
 - Bobtail/10 wheeler training
 - LTAP Road Scholar
 - LTAP Equipment/Safety/Operation training certifications
 - Vector Truck Operator/Tanker Endorsement
 - Roller/Loader/Backhoe (Basic Skills) Training

- Maintenance III
 - Maintenance I & II Certifications
 - Traffic Control Technician
 - MUTCD knowledge/Loader Backhoe
 - Competent Person Certifications
 - City Standards and Specifications knowledge on asphalt/concrete section
 - Roller/Loader/Backhoe (Proficiency) Training
 - SWPPP Inspections (documented in City Works)

- Water II certifications
- Maintenance IV
 - Pesticide applicator license
 - Ability to operate all equipment proficiently
 - City Standards and Specifications knowledge on all streets and water sections
 - Right of Way Backhoe operator certification
 - LTAP Road Scholar

Knowledge, Skills & Abilities:

- Demonstrate the ability to follow City policies and procedures
- Knowledge of storm drainage systems and their functions, operations and routine maintenance needs
- Knowledge of streets, the materials used to construct them, and routine maintenance/repair needs
- Basic knowledge of street signage as per MUTCD
- Knowledge of basic computer operations and applications
- Knowledge of correct use of the English language and vocabulary
- Ability to direct and work with seasonal sewer employees, as well as work with public works staff
- Ability to maintain records and task lists
- Ability operate moderate to heavy equipment that is needed to perform maintenance duties
- Ability review and interpret basic to moderately difficult building and construction plans for public utility systems
- Ability to communicate in a concise and effective manner
- Ability to understand and follow oral instructions
- Ability to establish and maintain effective working relationships with developers, contractors, citizens, coworkers, and supervisors
- Ability to exercise sound and good judgment at all times, but especially in emergency situations
- Ability to interact with the public in emotional situations while maintaining professional and polite demeanor
- Ability to deal with the public in a pleasant, courteous, and calm manner

WORKING CONDITIONS:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work involves walking, talking, hearing, using hands to handle, feel or operate objects, tools, or controls, and reaching with hands and arms. Vision abilities required by this job include close vision and the ability to adjust focus
- The employee may be required to push, pull, lift, and/or carry up to 80 pounds
- The noise level in the work environment is usually moderately quiet while in the office and moderately loud when in the field

- Work may periodically require the employee to climb, balance, bend, stoop, kneel, crouch, and/or crawl
- The employee may be required to work in outside weather conditions, in wet and/or humid conditions, in high, precarious places, near moving mechanical parts, near fumes, airborne particles, and/or toxic or caustic chemicals, or near risk of electrical shock and/or vibration