

# City of Maysville

## Public Works Technician Job Description

### Overview

This critical role ensures the smooth operation and maintenance of the City's essential infrastructure, including the water distribution system, wastewater collection system, storm sewer, and streets. The ideal candidate will have a strong background in maintenance practices, equipment operation and repair, with a commitment to maintaining safety standards and improving the quality of life for Maysville residents. This position requires teamwork, problem-solving, and a proactive approach to addressing the City's public work's needs.

### Responsibilities

- **Water Distribution System Maintenance:** Install, repair, and replace water distribution infrastructure to ensure continued, efficient and safe operation. Perform monthly water meter readings and conduct preventive maintenance on water distribution infrastructure.
- **Wastewater Collection System:** Maintain and repair the sanitary sewer system to ensure efficient and safe operation, including addressing blockages and performing routine inspections.
- **Storm Sewer Maintenance:** Inspect, clean, and repair storm sewer systems to prevent flooding and ensure proper drainage throughout the City.
- **Roads and Streets:** Perform maintenance and repairs on City streets, including patching, grading, and ensuring safe passage for residents and visitors.
- **Groundwater Wells and Wastewater Plant Checks:** Conduct weekend and holiday inspections of groundwater wells and the wastewater treatment plant to ensure operational integrity and compliance with regulations.
- **Equipment Operation:** Operate heavy machinery and equipment, such as backhoes, excavators, and dump trucks, safely and efficiently to complete assigned tasks.
- **On-Call Duties:** Be available for on-call shifts to respond to emergencies, such as major water breaks or sewer system failures, ensuring rapid resolution to minimize disruption.
- **Supervision:** Oversee detainees and community service workers, ensuring tasks are completed safely and efficiently.
- **Preventive Maintenance:** Perform routine preventive maintenance on equipment, vehicles, and infrastructure to extend operational life and reduce downtime.
- **Recommendations and Reporting:** Identify areas of concern or opportunities for improvement in public works systems and report findings to City officials.
- **Training and Development:** Participate in training programs and workshops to stay updated on best practices, safety protocols, and regulatory requirements.

- **Team Collaboration:** Build and maintain strong relationships with team members to foster a collaborative and supportive work environment.

## Qualifications

- **Experience: (Preferred):** Minimum of one year of equivalent job experience in public works, water distribution, wastewater collection, or related fields.
- **Certifications (Preferred):** State of Georgia Certification in Water Distribution or Wastewater Collection.
- **Licenses:** Valid State of Georgia Driver's License.
- **Licenses (Preferred):** Valid State of Georgia Commercial Driver's License (CDL).
- **Equipment Operation:** Proven experience operating heavy machinery, such as backhoes, excavators, or similar equipment, with a focus on safety and precision.
- **Analytical Skills:** Strong ability to diagnose problems in water, wastewater, and storm sewer systems and implement effective solutions.
- **Physical Requirements:** Ability to perform heavy lifting, work in various weather conditions, and operate machinery safely.
- **Problem-Solving:** Excellent problem-solving skills with keen attention to detail to ensure high-quality maintenance and repairs.
- **Communication:** Strong verbal and written communication skills to collaborate with team members, report findings, and interact with city officials.
- **Teamwork:** Ability to work effectively within a team setting to achieve departmental goals and maintain a positive work environment.
- **Availability:** Willingness to work 2-hour shifts every other weekend (Saturday and Sunday) conducting groundwater well and wastewater plant evaluations and be on call for emergencies, including holidays.

## Work Schedule

- Full-time position with regular hours.
- Requires 2-hour weekend shifts every other Saturday and Sunday for groundwater well and wastewater plant evaluations.
- On-call availability for emergencies, including major water breaks or system failures.
- Occasional holiday work for inspections and emergency response.