THE CITY OF MEDINA IS NOW RECRUITING FOR A

Maintenance Worker

GREAT TEAM! INTERESTING PROJECTS! BEAUTIFUL LOCATION!

GREAT COMPENSATION & BENEFITS PACKAGE!

Salary Range (2020) $5,324 – $6,187 per month

Benefits Include:

❖ City paid medical at 90% of premium for employee and all dependents. Fully paid dental, vision, disability, life insurance & employee assistance program.
❖ Generous opt-out allowance as alternative.
❖ Participation in DRS PERS2 retirement.
❖ Up to $250 per month match on 457b deferred comp.

TO APPLY - Submit completed city job application with a resume and cover letter to City of Medina – Maintenance Worker Recruitment, 501 Evergreen Point Road, Medina WA 98039 or email to jketter@medina-wa.gov. Application and full job description can be located on city website, www.medina-wa.gov.
GENERAL FUNCTION

Under immediate to general supervision, depending on the level, performs semi-skilled to skilled work and operates a variety of equipment in the construction repair and maintenance of streets, storm drains, buildings, grounds, open spaces, parks, park improvements and other city facilities.

REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES

- This list is intended only to illustrate the various types of work that may be performed. The omission of specific Statements does not exclude them from the position if the work is similar, related or logical assignment to the position.
- Operates a variety of equipment and performs a variety of unskilled to skilled maintenance work including operates a variety of equipment in the construction, operation, repair and maintenance of City streets, parks and storm drainage and facilities.
- Inspects and/or repairs streets, parks, and drainage systems at frequent intervals to ensure that all systems are functioning properly.
- Inspects, washes, and performs routine maintenance of drinking fountains, restrooms, tennis courts, basketball courts and children’s play area.
- Sweeps, washes, paints, and repairs or replaces outdoor tables, benches and slabs.
- Mows lawns and maintains park and open space areas; weeds; clears and maintains courts and appurtenances; maintains irrigation systems and repairs and installs irrigation lines and sprinkler heads.
- Performs minor unskilled or semi-skilled maintenance of open space structures such as restrooms, shelters, sheds, etc. by performing custodial, maintenance, painting, plumbing, carpentry, and other work.
- Plants lawns, trees, shrubs, and flowers.
- Carries out the seeding, fertilizing, top dressing, soil conditioning, watering, and the pest and weed control of parks and open spaces.
- Maintains and adjusts specialized turf care equipment and tools, including electric motors, pumps, sprinklers, tractors, mowers, and irrigation systems. Operates tractors, mowers, jack hammers, welders, trucks, steam cleaners, buffers, washers, and other equipment as needed.
- Collects and disposes of garbage and recycle from the PW Maintenance Facility; picks up litter (garbage and recycle) from all city-owned property.
- Sets up and takes down equipment for various functions and programs, prepares facilities for program use.
- Maintains a variety of records relating to inspections, maintenance activity, etc.
- Determines the locations of gas, telephone, power, cable, water and sewer lines from the appropriate sources prior to excavation.
- Ensures the proper maintenance of equipment and tools by cleaning and maintaining.
- Operates vehicles of various sizes and weights. Loads, hauls and unloads various equipment and materials.
- Performs routine inspection and preventative maintenance on assigned equipment and refers defects or needed repairs to supervisor in addition to cleaning equipment.
- Performs all duties in conformance to appropriate OSHA standards.
- Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.
- Operates variety of power construction and maintenance equipment used in the water, sewer and street department.
- Performs custodial work as required and assigned, including: change light bulbs and fluorescent tubes; mop; dump garbage and reline cans with liners; clean and sanitize park restrooms and replenish supplies; sweep; clean spills; clean drinking fountains, mirrors, tables, walls, light fixtures; wash windows, walls, metal and woodwork; clean rain gutters.
- Fabricates, installs and maintains street signs and markings.
- During specific weather events, Maintenance Works will perform snow removal operations which includes plowing, sanding and spreading de-icer on city streets and sidewalks.
- Retrieves City archived records from City off-site storage facilities.

MINIMUM QUALIFICATIONS: Any combination of education or experience equivalent to graduation from high school and two (2) years of related public works maintenance and/or construction experience.

Special Requirements: A valid Washington State driver’s license, Flagger certificate and CPR certificate is required at the time of appointment or at a time set by the City.