



City of Burns

242 S. Broadway

The Heart of the Big Country

BURNS, OREGON 97720

(541) 573-5255 • (541) 573-5622 Fax

POSITION: UTILITY WORKER
DEPARTMENT: PUBLIC WORKS
POSITION TYPE: SALARY NON-EXEMPT
EMPLOYMENT TYPE: FULL TIME (40 HOURS)
SALARY RANGE: \$3,236.00 – \$4,337.00 PER MONTH DOQ

JOB SUMMARY

The City of Burns is seeking a **Utility Worker** to join our Public Works Team.

The successful candidate:

- Assists with installation of water and sewer lines, fire hydrants and manholes. Installs and inspects water meters and performs general maintenance on the water and sewer systems.
- Operates a variety of equipment in connection with work assignments such as vehicles, street sweeper, dump truck, lawn mower, etc.
- Assists with repairs, maintenance, and removal of snow from city streets.
- Turns on/off water services.
- Accurately reads water meter registers and records readings.
- Performs landscaping and grounds maintenance duties.
- Performs mechanical maintenance on machinery.
- Performs maintenance functions on city storm drainage system.
- Performs maintenance and replacement of city street signage.
- Completes fabrication and carpentry duties on various repair projects.
- Maintains a clean and organized work site.
- Performs other duties as requested or assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES & EXPERIENCE

- Possess valid Oregon CDL or have the ability to obtain a CDL within six months of being hired.
- Ability to follow simple oral and written instructions and to act upon them accordingly.

- Ability to perform strenuous manual tasks.
- Ability to crouch, bend, kneel, and walk while carrying up to 50 pounds and to withstand exposure to variable weather conditions.
- Ability to establish and maintain harmonious working relationships with other employees and the general public.
- Thorough knowledge of the materials, methods and techniques used in the construction and maintenance of streets, parks, water and sewer facilities and other related projects.
- Must have the ability to be certified in drinking water and waste water.
- Proficient knowledge in proper and safe operations of equipment used on the job.
- Considerable knowledge of the occupational hazards and safety precautions related to the job.

Preference will be given to applicants that hold the following certifications:

- Water Distribution 1
- Water Distribution 2
- Water Treatment 1
- Waste Water Collection 1
- Waste Water Collection 2

Preference points will be given for eligible Military Veterans.

Position is open until filled.

First review of applications will take place March 10, 2021.

Applications are available on the City of Burns website or at City Hall.