



## Maintenance Technician

**Job Title:** Maintenance I - III

**Department:** Public Works

**Reports to:** Public Works Supervisor

**FLSA Classification:** Non-Exempt

**Grade:** 100 - 300

**Salary:** \$20.25/hr - \$33.08/hr

### Position Summary

Functions as a Maintenance Technician for Utilities, Transportation and Facilities.

#### Utilities duties:

Under general supervision, performs a variety of entry-level to skilled operation, construction, maintenance, and repair of a Water Distribution system and a Stormwater system; including multiple types of water mains, valves, fire hydrants, service lines, water meters, as well as, multiple types of stormwater mains, manholes, catch basins, ditches, drainageways, flood control, and stormwater facilities.

#### Transportation duties:

Under general supervision, performs a variety of entry-level to skilled street maintenance and repair tasks in the areas of maintenance, construction, and equipment operation for City transportation corridors; maintenance and repair work related to signs and pavement markings; median maintenance, mowing and landscaping grounds at various public facilities and City parks; inspection of similar work performed by contractors.

#### Facilities duties:

Under general supervision, performs a variety of duties related to building maintenance of City facilities.

### Duties and Responsibilities

1. Performs a variety of duties requiring knowledge of water, stormwater, and open drainageway systems. This includes the following:

- Maintains the water distribution system by collecting water samples and performs extensive monthly and quarterly testing to remain in compliance with State standards.
- Install/construct, maintain and repair water valves, mains, services, meters and pits, manholes, vaults, drainage channels, floodways, catch basins, and fire hydrants in accordance with industry standards, best practices and state and federal water regulations.
- Uses the following types of tools and equipment and trains others in their safe and

proper use: backhoe, tandem axle truck and snowplow, frontend loader, hand tools, power tools, long handle tools, jackhammer, grinder, compressor, tamper, locating equipment. May perform routine maintenance on equipment as needed.

- Read and interpret design drawings, blueprints, maps, quarter section books, computer generated drawings, and records measurements and locations, mainlines, valves, fire lines, meter pits, etc.
- Assists in and performs leak detection, troubleshooting and repair processes to the distribution system.
- Locates underground water and storm sewer lines for the Public Works Department, private utilities, contractors, and property owners. Uses equipment to locate utility lines and main breaks including metal detector, pipeline locator, pipe and cable locator, leak correlator, GPS equipment and measuring devices.
- Reads, inspects, installs, tests, repairs, and maintains City utility infrastructure.
- Use pipe locators, metal detectors, GPS equipment, and correlators. Maintain and troubleshoot equipment issues.
- Required to perform after hour's standby duty on a rotating basis and respond to Public
- Works emergencies as necessary including snow and ice control shifts.
- Responds to questions from the public about collections system/distribution system operations and maintenance activities as necessary. Assists customers in troubleshooting issues with the utility system.
- Maintains a working knowledge with the OSHA Regulations and associated safety procedures and remains alert to conditions, hazards and events occurring at the jobsite. Always utilizes the best industry safety practices.

2. Performs repairs, maintenance, construction, and modifications to irrigation systems and minor plumbing installation and repairs, including but not limited to the following:

- Trouble shoots, diagnoses, and repairs irrigation system problems including but not limited to main lines, point of connection assemblies, electric valves, backflow devices, manual valves, master valves, wiring and electrical connections, controllers, sprinkler heads, and improper hydraulic conditions.
- Works with the irrigation programmer to develop a water schedule per site based on that site's monthly water budget.
- Installs commercial scale sprinkler systems including but not limited to point of connection, backflow prevention, pressure regulation, master valves, controllers, field wiring, various types of pipe and fittings, sprinkler heads, electric valves, etc.
- Uses electrical testing equipment such as volt-ohm meter, fault locator, line locator, and toning device for troubleshooting maintenance and repairs.
- Reads and uses irrigation and landscape construction plans and as-built plans in order to perform construction and repairs. Provides materials take-off and estimates as needed.
- Coordinates and schedules preventative maintenance activities such as testing, adjusting, and winterization.
- Conducts routine system inspections and tests for appropriate function and coverage.
- Conducts routine tests on Central Control field units.
- Coordinates vendor issues, including repairs, deliveries, and warranty work.
- Performs water meter readings.
- Performs equipment repairs or may diagnose and arrange appropriate contracted service to handle repairs.

- Assist with performing or supporting turf cultural practices such as aeration, seeding, and marks sprinkler heads and flags boxes.

3. Performs a variety of duties requiring knowledge of streets maintenance and repairs, including but not limited to the following:

- Streets and Right-of-Way Maintenance: Patching and pothole repair; overlaying, chip and seal preparation; snow removal and applying de-icing materials; trash and tree limb removal; sweeping, hauling and other associated tasks; right-of-way structure repair; prepares, screens, and/or disposes of materials; alley grading and maintenance. Removal of deceased animals in right of way.
- Street Sweeper Operation: Operation and maintenance of mechanical street sweeper units for city streets. Changes sweeper brooms and hauls sweeper debris to designated location. Sweeps on-street bike lanes and streets on a regular basis, sometimes early mornings to minimize traffic impacts.

4. Performs a variety of duties requiring knowledge of parks and median maintenance. This includes the following:

- Designs, plans, plants, prunes, cleans and maintains medians, planter beds, shrub beds, City parks, and other plantings. Purchases materials and plant stock.
- Tills, fertilizes, mulches flowerbeds and other plantings; chip mulches trees, shrubs, and other plantings.
- Prunes shrubs, assists in ensuring plants are maintained in a safe and healthy condition.
- Performs mechanical weed and pest control in medians, planter beds, shrub and mulch areas.
- Landscaping of trees, annuals and perennials and mowing, trash and snow removal, aerating, fertilizing, and sweeping; planting flower beds, weeding, pruning, chip mulching, edging, irrigation system maintenance management, remove graffiti and paint underpasses.
- Application of herbicide in City Right-of-Way for weed mitigation.
- Adheres to all MSDS requirements when using chemicals and is fully aware of the product specifications and required PPE.

5. Performs a variety of duties related to the installation, maintenance, and repair of roadway signs and pavement markings. This includes the following:

- Installs and removes traffic signs, delineators, and posts as directed by work orders.
- Responds to scheduled and unscheduled sign maintenance requests as needed, to include replacing, straightening, cleaning signs, and trimming of vegetation.
- Communicates directly with utility companies to locate underground utilities prior to sign installation.
- Inspects installation of preformed pavement markings according to MUTCD and City standards.
- Establishes safe and appropriate work zones while performing work in the right of way.

6. Performs a variety of duties related to building maintenance of City facilities:

- Performs limited repairs of buildings and associated equipment, fixtures and infrastructure.
- Minor HVAC repair, maintenance, replace filters, etc.
- Minor electrical maintenance, replace lightbulbs, etc.
- Maintain grounds.
- General custodial duties.

6. Maintains accurate records of work performed and materials and equipment used. Will use a computer, tablet or phone to log information.
7. Operates a variety of heavy equipment and machinery on City owned property and in the right-of-way.
8. Remains generally alert to conditions and events occurring on public right of ways indicating anticipated or needed repairs and report such conditions to supervisors.
9. May interact with members of the public in the field to provide information and customer service. Provides input into responses to inquiries from the public and/or internal departments/requestors.
10. Participates as a member of a team.
  - Demonstrates a strong work ethic.
  - Treats co-workers and supervisors with respect and courtesy.
  - Contributes and gives input to the team.
  - Recognizes the needs of team members and maintains a fair share of team's workload.
  - Works effectively on a team and promotes teamwork when directing seasonal or temporary workers.
11. Required on-call rotation for seven (7) days at a time.
12. Works irregular hours, weekends, evenings, holidays, and/or emergencies as required to respond to Public Works emergencies. Appropriately responds to residential problems and initiates Department of Public Works call-out procedure when necessary.
13. Required participation in snow and ice control shifts during the winter months; including plowing and hauling of snow from city streets, sidewalks, trails, and parking lots.
14. Other:
  - Performs related duties as required by management to meet the needs of the city.
  - Takes proper safety precautions to prevent accidents. Responsible for the safety of self, others, materials, and equipment. Uses all required safety equipment and follows all safety regulations, policies and procedures. Reports all accidents and damage to city property.
  - Knows and complies with all city and department policies and city values; participates in professional trainings and development; and adheres to attendance and workplace attire policies.
  - Required to cross-train in other divisions and disciplines as directed by supervisor.
  - Other duties as assigned.

## **Required Experience - Licenses and Certifications**

**MAINTENANCE TECHNICIAN I:** At least one year of experience in outdoor maintenance or construction, preference given for experience in streets or utilities. Ability to operate a variety of hand, power, and long handled tools and equipment to perform installation, maintenance, and repair tasks. Ability to perform a wide range of physical and manual tasks in an outdoor environment. Physical ability to work in and around moving traffic and equipment; in areas of limited access; and confined spaces requiring standing, walking, bending, and kneeling to locate, inspect, and maintain water valves and systems. Upper body strength to lift and carry equipment and supplies as needed. Ability to use all required safety equipment. Must have a satisfactory driving record.

- Ability to obtain a valid Colorado Commercial Driver's License (CDL) with these endorsements: B (26,001 or more pounds); N (Tanker); and without L (airbrake restrictions).
- Ability to certify as State of Colorado Class 1 Water Distribution System Operator.
- Must participate in rotational standby, respond to afterhours calls, and participate in Snow Operations.
- Possession of or ability to obtain Flagger certification-ATSSA (American Traffic Safety Services Association) or equivalent certification as a traffic flagger.
- Possession of or ability to obtain First Aid/CPR/AED certification (through Red Cross or equivalent accredited institution).
- Ability to obtain backhoe, front-end loader, skid-steer and aerial lift safety training certification.
- Learn to run a variety of streets equipment.
- Basic asset management knowledge.
- Basic knowledge of safe use of hand tools, commercial and light duty vehicles, outdoor power equipment, and trailers.
- Ability to learn and implement safety practices including situational awareness.

### **Desired Qualifications (additional)**

Experience in heavy construction. Ability to read blueprints and other construction drawings. Ability to use computers and other technology. OSHA 10- or 30-hour training. Bi-lingual in Spanish.

**MAINTENANCE TECHNICIAN II:** Possesses all of the technical and interpersonal skills, certifications, licenses, and training defined for the Maintenance Technician I. At least two years of experience in streets or landscape maintenance and one year experience with snow removal, or equivalent combination of education, training and experience, which includes:

- Possess a valid Colorado Commercial Driver's License with these endorsements: B (26,001 or more pounds); N (Tanker); and without L (airbrake restrictions).
- Certified as State of Colorado Class 1 Water Distribution System Operator within 6 months of hire.
- Knowledge of backhoe, front-end loader, skid-steer and/or aerial lift operation.
- Mechanical street sweeper operator experience.
- Possession of or ability to obtain Flagger certification-ATSSA (American Traffic Safety Services Association) or equivalent certification as a traffic flagger.
- Must participate in rotational standby, respond to afterhours calls, and participate in Snow Operations.
- Basic asset management knowledge.
- Ability to certify for confined space entry after completion of confined space training program.
- Possession of or ability to obtain First Aid/CPR/AED certification (through Red Cross or equivalent accredited institution).
- Excellent customer service and communication skills with the ability to deal tactfully and effectively with the public and co-workers in stressful situations.

**Desired Qualifications (additional)**

Experience in heavy construction. Ability to read blueprints and other construction drawings. Ability to use computers and other technology. Backhoe, front-end loader, skid-steer and aerial lift safety training certification. Chain saw safety and operation training. Pesticide Applicator License. Certified Playground Safety Inspector. Manlift operation experience. Experience with snow operations including operating tandem with plow and spreader. OSHA 10- or 30-hour training. Bi-lingual in Spanish.

**MAINTENANCE TECHNICIAN III:** Possesses all of the technical and interpersonal skills, certifications, licenses, and training defined for the Maintenance Technician II. At least two years of experience in utilities and water distribution. At least four years of experience demonstrating a strong knowledge of street or landscape maintenance operations and thorough knowledge of snow removal operations, or an equivalent combination of education, training and experience, which includes experience with:

- Valid Colorado commercial driver's license (CDL) with these endorsements: B (26,001 or more pounds) or A (Combination 26,001 or more pounds and trailer 10,001 or more pounds); N (Tanker); and without L (airbrake restrictions).
- Must be certified State of Colorado Class II Water Distribution System Operator within 6 months of hire.
- Experience with snow operations; including operating tandem with plow and spreader
- Ability to provide supervision and oversight to contractors.
- Ability to operate motor grader while supervised.
- Mechanical street sweeper operator experience.
- Experience with backhoe, front-end loader, skid-steer and/or aerial lift.
- Possession of or ability to obtain ATSSA or equivalent certification as a traffic flagger and Traffic Control Technician (TCT) within 6 months of hire.
- Ability to plan work activities, to provide performance feedback, and to plan schedules to meet objectives and goals of mission statement, and to keep accurate and timely records of work performed.
- Must participate in rotational standby, respond to afterhours calls, and participate in Snow Operations.
- Basic asset management knowledge.
- Confined space certified or ability to certify for confined space after completion of confined space training program within 6 months of hire.
- Possession of or ability to obtain First Aid/CPR/AED certification (through Red Cross or equivalent accredited institution).
- Ability to read and review plans/blueprints, provide work direction and ensure work performed meets specifications.
- Trained on BMP installation and maintenance.

**Minimum Key Competencies:** Works independently. Is a team leader and able to allocate resources effectively to accomplish goals through encouraging responsibility, collaboration, trust, accountability, process improvement and dialogue. Coaches and develops coworkers to help them grow professionally. Manages conflict and settles disputes with the best interest of the organization in mind. Exhibits advanced problem-solving skills on the job.

### **Desired Qualifications (additional)**

Experience in heavy construction. State of Colorado Class III Water Distribution System Operator. Chain saw safety and operation training. Backhoe, front-end loader, skid-steer and aerial lift safety training certification. Ability to operate motor grader while unsupervised. Erosion Control Supervisor. Experience in the design and installation of irrigation systems. Certified Irrigation Technician. Pesticide Applicator License. Certified Playground Safety Inspector. Ability to read blueprints and other construction drawings. Completion of the following RMAEC seminar (or equivalent): Asphalt Pavement Maintenance and Repair. Previous supervisory experience, including training staff. Strong customer service skills. OSHA 10- or 30-hour training. Bi-lingual in Spanish.

## All Maintenance Technician Levels

- High school diploma or equivalent (GED)
- Valid driver's license.
- Maintain an acceptable motor vehicle record and criminal history.
- Basic knowledge of computers including use of personal computers and/or Smart Phones and E-mail functions.
- Ability to perform basic math calculations.
- Ability to perform a wide range of physical and manual tasks in an outdoor environment in all types of weather.
- Ability to use all required safety equipment.
- Physical ability to work in and around moving traffic and equipment; in areas of limited access; and confined spaces requiring standing, walking, bending, and kneeling. Upper body strength to lift and carry equipment and supplies as needed.

## Physical Demands and Work Environment

- Frequently lifts and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds
- Vision acuity and with the attention to detail
- Regularly required to sit; use hands to finger, handle, or feel and talk or hear
- Frequently required to stand; walk; reach with hands and arms and stoop, kneel, crouch, or crawl
- Constant exposure to extreme heat and cold, dampness, fumes, noise, dust, airborne particles, and grease. Work is generally outdoors, and tasks are performed regardless of weather conditions.
- Exposure to vehicular traffic while working in the public roadway
- Some exposure to herbicides
- Frequent exposure to stressful situations because of human behavior and demands of the job
- Regularly required to work rotating on-call shifts which includes holidays, evenings, and weekends

To apply, please visit: <https://www.cityofdacono.com/923/Human-Resources>

Submit the Application Form and Resume to:

**Bobby Redd, PE**

**Public Works Director**

**Dacono City Hall**

**512 Cherry Avenue**

**Dacono, CO 80514**

[BRedd@CityOfDacono.com](mailto:BRedd@CityOfDacono.com)

303-833-2317 x132

The position will be open until filled, and a first review of applicants is expected during the week of **September 5<sup>th</sup>**.

Expected hiring range: **\$20.25/hr - \$28.80/hr**



The City of Dacono provides generous benefits, including vacation, holiday, sick time, medical, dental, vision, life insurance, retirement plan contributions, and health savings accounts. Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions.

The City of Dacono is an Equal Opportunity Employer. We do not discriminate based on race, color, religion, national origin, sex, age, disability, or other status protected by law or regulation. We intend that all qualified applicants are given equal opportunity and that selection be based on job-related factors.

## **ABOUT DACONO**

### **Small town friendly. Big city connections.**

Established in 1908, we are a friendly community with small-town charm. While we are ready to transform and embrace growth, we intend to maintain our core values. We are a place where neighbors are friends and friends are family. We are a close-knit, growing, and vibrant community.

A lot has changed throughout our 109-year history, and a 21st century Dacono finds itself with great anticipation in the heart of a thriving Colorado economy and the midst of one of Colorado's fastest-growing counties.

### **We are right around the corner.**

Centrally located and adjacent to I-25, we are 10 miles north of Denver, 44 miles south of Fort Collins, 28 miles northwest of Denver International Airport (DIA), and 21 miles northeast of Boulder. A quick trip around for work, travel, shopping, entertainment, arts, culture, recreation, and school.

For shopping and dining, you will find The Orchard Town Center offering everything from restaurants to burgers, Larkridge Shopping Center featuring an outdoor pedestrian mall, the Grove, with Cabela's as its anchor, and Furniture Row all about 15 minutes away.

### **By the numbers.**

Located in southwest Weld County, with a growing population of 6,250 residents, Dacono is in one of the fastest-growing counties in the State of Colorado. We encompass nearly 9 square miles and foresee future growth that will expand our boundaries to 22 square miles. With climate that is cool and dry and an average of 242 days of sunshine each year, we boast pleasant daytime conditions even in the winter. The median home value is \$266,000 compared to more than \$497,000 in Boulder County, making Dacono an excellent value. Housing options range from starter to high-end and everything in between.