

Job Advertisement –February 18, 2022:

Public Works Utility Worker

City of Warrenton Public Works Department is accepting applications for a Utility Worker I or II depending on qualifications and experience.

UTILITY WORKER I

Salary range 17: \$3,336.58-\$4,055.63 monthly. An AFSCME union position w/excellent benefits including PERS/OPSRP, Medical, Life and AD&D insurance, paid vacation, holidays and sick leave. City pays employee portion of PERS/OPSRP.

UTILITY WORKER I MINIMUM QUALIFICATIONS: Mandatory qualifications include graduation from high school or equivalent, and possession of valid driver's license with the ability to obtain a commercial driver's license within 6 months of employment. Must have minimum of 1 year of construction maintenance experience in water, sewer, streets, or stormwater utilities or equivalent.

UTILITY WORKER II

The salary is range 19: \$3,682.12-\$4,475.64 monthly. This is an AFSCME union position with excellent benefits including PERS/OPSRP, Medical, Life and AD&D insurance, paid vacation, holidays and sick leave. City pays employee portion of PERS/OPSRP.

UTILITY WORKER II MINIMUM QUALIFICATIONS: Mandatory qualifications include graduation from high school or equivalent, and possession of valid class A commercial driver's license. A certificate in water distribution or water treatment or sewer collections or sewer treatment. Three years of experience in operation of heavy construction equipment. Two years of experience as a Utility Worker I may substitute for the heavy construction experience

POSITION: Under the supervision of the PW Foreman, a Utility Worker operates heavy construction equipment, power equipment and commercial vehicles. Duties range from semi-skilled to manual work in construction and maintenance of the City's streets, dikes, stormwater, water/wastewater distribution/collections and drainage system maintenance, meter reading, installation and repair of water infrastructure, cross-training in refuse collection and other duties as assigned.

IDEAL CANDIDATE: The successful candidate will have the ability to perform skilled maintenance, construction, and repair work in the area of work assigned; perform heavy manual tasks; work safely and adhere to established safety principles and practices; communicate effectively verbally and in writing; establish and maintain effective working relationships with employees, other departments and the public; work effectively in the absence of close supervision; operate a variety of vehicles and equipment in a safe and effective manner; read and interpret basic maps and blueprints; understand and carry out written and oral instructions. Ability to understand and interpret operation and maintenance manuals, ordinance and construction standards. Possession of a Pesticide applicator license is desirable.

PHYSICAL DEMANDS AND WORKING CONDITIONS: Strenuous physical work is required which may involve lifting heavy objects, bending, twisting, working above the ground in trenches or on irregular surfaces, usually outdoors in conditions that may be wet and cold or otherwise unpleasant working conditions; occasional call out after regular working hours required.

Resume, cover letter and application are required. Application packets are available from at <https://www.ci.warrenton.or.us/jobs> or at Warrenton Public Works 45, SW 2nd Street, Warrenton Or, 97146. They can be return there or emailed to publicworks@ci.warrenton.or.us

Submitted application must clearly show how the candidate meets the minimum qualifications and the items listed for an ideal candidate. Finalist are required to perform a in person practical skills test prior to receiving a formal offer.

Open until filled – first review March 7th, 2022 10:00 AM “EOE”

Date: May 1, 2017

City of Warrenton Class Specifications

Utility Worker I

FLSA Status: Covered

Union Representation: American Federation of State, County and Municipal Employees, AFL-CIO

SALARY RANGE 17

GENERAL DESCRIPTION

Under supervision of Public Works Operations Manager, constructs, maintains and repairs streets, water mains, sewers, pumping stations, parks and other city properties and buildings; maintains motor vehicles, pumps, valves and other equipment.

ESSENTIAL FUNCTIONS OF POSITION:

Construct, repair and maintain water and sewer systems including dams and headworks, lagoons, weirs, treatment facilities, distribution and collection systems;

Install and remove water meters, valves and fire hydrants

Construct, repair and maintain curbs, sidewalks and streets including the finishing of concrete and the application of hot and cold mix asphalt; install and maintain guardrails.

Mow grass and maintain parks and other property areas; operate street sweeper.

Paint cross walks and other pavement markings; install traffic signs.

Maintain and repair dikes and tide gates; install, maintain, and repair catch basins and storm drains.

Inspect operation of pumps, blowers, valves, and other components of pump stations; record conditions and correct or report problems.

Perform routine maintenance on motor vehicles, pumps, compressors, valves, blowers and filters, gasoline engines and power and hand tools.

Operate dump truck, backhoe, tractor-mower, jack hammer, air compressor, power saw, pump and other construction equipment.

EXAMPLES OF OTHER FUNCTIONS:

Read water meters.

Apply herbicides to roadsides and landscaped areas.

Make minor repairs to building structures, plumbing and electrical systems.

Locate and mark underground utility lines

Serve as flagger on construction projects in roadway.

Date: May 1, 2017

THE ABOVE DESCRIPTION DOES NOT INCLUDE OTHER DUTIES OF A SIMILAR COMPLEXITY AND RESPONSIBILITY WHICH MAY BE ASSIGNED TO THIS POSITION.

QUALIFICATIONS FOR EMPLOYMENT

Mandatory Qualifications: High School diploma or equivalent with 1 year of experience in construction maintenance activity; possession of valid driver's license and ability to obtain a commercial drivers' endorsement within 6 months.

Desirable Qualifications: A Class I Distribution Certificate, a Class I Collection System Certificate and/or a Cross Connection Certificate.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Strenuous physical work is required which may involve lifting heavy objects, bending twisting, handling chlorine and other hazardous chemicals, working above the ground/in trenches or in confined spaces or on irregular surfaces, usually out of doors in conditions that may be wet and cold or otherwise unpleasant working conditions; occasional call out after regular working hours.

City of Warrenton Class Specification UTILITY WORKER II

FLSA Status: Covered

Union Representation: American Federation of State, County and Municipal Employees, AFL-CIO

SALARY RANGE 19

GENERAL PURPOSE

Under supervision of Public Works Superintendent, constructs, maintains and repairs streets, water mains, sewers, pumping stations, parks and other city properties and buildings; maintains motor vehicles, pumps, valves and other equipment.

ESSENTIAL FUNCTIONS OF POSITION

Construct, repair and maintain water and sewer systems including dams and head works, lagoons, weirs, treatment weirs, and distribution and collection systems;

Install and remove water meters and fire hydrants.

Construct, repair and maintain curbs, sidewalks and streets including the finishing of concrete and the application of hot and cold mix asphalt; install and maintain guardrails.

Mow grass and maintain parks and other property areas; operate street sweeper.

Paint cross walks and other pavement markings; install traffic signs.

Maintain and repair dikes and tide gates; install, maintain and repair catch basins storm drains.

Inspect operation of pumps, blowers, valves and other components of pump stations; record conditions and correct or report problems.

Perform routine maintenance on motor vehicles, pumps, compressors, valves, blower filters, gasoline engines and power and hand tools.

Operate dump truck, backhoe, tractor-mower, jack hammer, air compressor, power saw, pump and other construction equipment.

EXAMPLES OF OTHER FUNCTIONS:

Read water meters.

Apply herbicides to roadsides and landscaped areas.

Make minor repairs to building structures, plumbing and electrical systems.

Locate and mark underground utility lines

Supervise assigned work crew.

Serve as flagger on construction projects in roadway.

THE ABOVE DESCRIPTION DOES NOT INCLUDE OTHER DUTIES OF A SIMILAR COMPLEXITY AND RESPONSIBILITY WHICH MAY BE ASSIGNED TO THIS POSITION.

QUALIFICATIONS FOR EMPLOYMENT

Mandatory Qualifications: Graduation from high school or equivalent with 3 years of experience in operation of heavy construction equipment, possession of valid Oregon commercial driver's license and a Class I Distribution Certificate, Cross Connection Certificate and Class I Collection System Certificate. Two years of experience as a Utility Worker I may substitute for the heavy construction experience.

Desirable Qualifications: Possession of a herbicide/pesticide applicators certificate.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Strenuous physical work is required which may involve lifting heavy objects, bending twisting, handling chlorine and other hazardous chemicals, working above the ground, in trenches or in confined spaces or on irregular surfaces, usually out of doors in conditions that may be wet and cold or otherwise unpleasant working conditions; occasional call out after regular working hours.

City of Warrenton

Application for Employment

An Affirmative Action, Equal Opportunity, Employer



Applicant Information

Full Name: _____ Date: _____

Last _____ *First* _____ *M.I.* _____

Address: _____

Street Address _____ *Apartment/Unit #* _____

City _____ *State* _____ *ZIP Code* _____

Mailing
Address:

Address _____ *Apartment/Unit #* _____

City _____ *State* _____ *ZIP Code* _____

Phone: () _____ Alternate Phone: () _____

Email Address: _____ Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever been a City of Warrenton employee? YES NO If yes, when? _____

Are you now a City of Warrenton employee? YES NO Dept. _____

Do you have relatives employed by the City of Warrenton? YES NO If yes, indicate name, relationship, dept. _____

Do you possess a valid driver's license Class: YES NO State: _____

Endorsement: _____

(A valid driver's license is required only when stated on the job announcement.)

Office Skills

Typing Speed (wpm) : _____ Can you operate a computer? Yes _____ No _____

Do you speak a language other than English? YES NO If so, what language? _____

Computer Operation

Describe your computer operation skills, including programs used: _____

Equipment Operation

Describe your equipment operation skills related to the job for which you are applying: _____



Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

High School Equivalency? YES NO School: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Licenses and Certificates

List any school course or vocational training, licenses, certifications, or other qualifications which bear on your suitability for this position:

EMPLOYMENT HISTORY: Begin with your present or most recent job. List all jobs separately including on-the-job training, and volunteer work. Please be sure you completely describe in the section below the duties you performed which demonstrate that you are qualified to perform the duties for which you are applying. If in doubt about listing a particular job, it may be to your advantage to list it. Additional pages or a resume may be attached, but all statements on the application must be completed. Incomplete applications may result in disqualification. A resume does not substitute for an application. If a supplemental questionnaire is required, it must accompany this application.

Employment History

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO



Employment History continued

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

IMPORTANT: Employment with the City of Warrenton may require transfer to different shifts or work location. In accepting employment with the City you are consenting to such transfers. Federal law requires anyone employed by the City to present proof of identity and proof of authorization to work in the United States.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Veterans' Preference Form (ORS 408.230)

Veterans who meet the minimum qualifications for a position open for recruitment may be eligible for preference in employment under Oregon law. If you are a Qualified Veteran or Qualified Disabled Veteran and would like to be granted preference in the selection and hiring process for a specific posted job, please fill out this Veterans' Preference Form and provide proof of eligibility by submitting a copy of form DD-214 or 215 (Copy 4). This completed form and required supporting documentation must be submitted with your application for consideration for Veterans' Preference.

Qualified Veteran Questions: *Veterans' preference may be claimed if you check at least one of the boxes below and provide proof via form DD-214 or 215 (Copy 4)*

ORS 408.225(f) - I served on active duty with the Armed Forces of the United States:

- For a period of more than 90 consecutive days beginning on or before January 31, 1955, and was discharged or released under honorable conditions
- For a period of more than 178 consecutive days beginning after January 31, 1955, and was discharged or released from active duty under honorable conditions
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions because of a service due to a service-related disability
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions and have a disability rating from the United States Department of Veterans Affairs
- For at least one day in a combat zone and was discharged or released from active duty under honorable conditions
- And received a combat or campaign ribbon or an expeditionary medal for service in the Armed Forces of the United States and was discharged or released from active duty under honorable conditions
- And receiving a nonservice –connected pension from the United States Department of Veterans Affairs

Qualified Disabled Veteran Questions: *Additional preference may be claimed if you check at least one box below and provide proof of eligibility via a copy of DD-214 or 215 (Copy 4), and a public employment preference letter from the United States Department of Veteran's Affairs (letter may be requested by calling 800-827-1000)*

- I am entitled to disability compensation under laws administered by the United States Department of Veterans Affairs; or
- I was discharged or released from active duty for a disability incurred or aggravated in the line of duty; or
- I was awarded the Purple Heart for wounds received in combat

I hereby claim Veterans' Preference, have attached proof of eligibility as directed and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification, or dismissal, regardless of when discovered.

Signature: _____

Date: _____

Position Applied For: _____

This form and supporting documentation must be received City of Warrenton no later than the closing time and date of the job posting. If you have any specific questions, please contact the hiring department.

(503) 861-0823 or cityrecorder@ci.warrenton.or.us