



## Job Description – Street Department Technician

Location: Town of Whitestown

Full/Part Time: Full

Regular/Temporary: Regular

Reports to: Street Superintendent & Assistant Street Superintendent

### **Job Purpose:**

Performs a variety of maintenance work, and operates a variety of equipment in the construction, operation and repair, maintenance and replacement of town streets and right-of-way.

### **Essential Duties and Responsibilities:**

*Duties may include, but are not limited to, the following examples.*

- Operates light and heavy trucks, loader, roller, crack sealer, hotbox, compacter, skidsteer, backhoe, mini excavator, bushhog equipment, mowers, striping machines, snowplows, and other equipment as assigned.
- Paints parking and cross-walks
- Performs concrete work
- Patches holes with asphalt • Spreads salt on town streets
- Operates snow plow.
- Ensures the proper maintenance of equipment and tools by cleaning and checking equipment tools after use.
- Maintains a variety of records as assigned
- Utilize proper safety precautions in all work performed
- Assists other public works employees as assigned • Maintains

### **Education, Knowledge, and Skills:**

- High school diploma or equivalent.
- Knowledge of basic principles, practices, tools, equipment, and supplies required to maintain and repair a town streets and right of way
- Knowledge of basic principles and practices of mobile equipment servicing and repair.
- Knowledge of basic safety practices related to the work.

- Knowledge of basic computer applications related to the work.
- Knowledge of basic mathematics.
- Knowledge of safe driving rules and practices.
- Ability to provide a high level of customer service by effectively dealing with the public, vendors, contractors, and town employees.
- Ability to perform skilled work related to the installation, inspection, maintenance and repair of town streets and right-of-way.
- Ability to perform servicing and minor maintenance on a variety of stationary and mobile equipment.
- Ability to safely use vehicles, tools, and equipment related to the work.
- Ability to interpret and explain regulations, policies, and procedures.
- Ability to make accurate mathematical calculations.
- Ability to read maps, manuals, and specifications.
- Ability to assist in responding effectively to emergency situations and troubleshooting such situations.
- Ability to maintain accurate logs, records, and basic written records of work performed.
- Ability to understand and follow oral and written instructions.
- Ability to organize own work, set priorities, and meet critical time deadlines.
- Ability to establish, maintain, and foster positive and effective working relationships with Town employees.

**License/Certificate:**

- Possession of a valid state driver's license.
- Possession, or ability to obtain, a class B CDL driver's license with appropriate endorsements within one (1) year of employment.
- Possession, ability to obtain, a Category 8 Pesticide Applicator within one (1) year of employment.

**Physical Demands/Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**The incumbent must possess:**

- Mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate various hand tools, to operate various power tools and construction equipment, and to operate a motor vehicle.
- Vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio.
- The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards.
- Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator, and to operate above-mentioned tools and equipment.
- Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect worksites.
- Must possess the ability to lift, carry, push, and pull materials and objects weighing up to 75 pounds, or heavier weights with the use of proper equipment.

**Work Environment:**

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing Town policies and procedures.

Please send all resumes and inquiries to Katie Barr at the following: [kbarr@whitestown.in.gov](mailto:kbarr@whitestown.in.gov)