



Organization: City of Barre, VT
Position Title: Public Works Trainee
Streets, Water and Sewer Division
Department: DPW
Paygrade: 1-3
Supervisor: Division Foreman
Salary: \$23.76 to \$26.66 per hour

Summary/Objective

The Public Works Trainee assists the Foreman, Work leader or their designee with maintenance and repair of the City's streets, water distribution system, collection system for storm and wastewater and public works facilities and City property

Essential Functions

Reasonable accommodation may be made to enable individuals.

Semi-skilled work performing general labor in building maintenance, construction, traffic control, custodial, caretaking, painting, grounds-keeping, cleaning etc. or serving as helper to accomplish tasks related to these functions with little supervision.

- 1) Performing work with hand or simple power tools to maintain, remove hazards, complete repairs to streets, sidewalks, drainage structures,
- 2) Performing work with hand or power tools to trim vegetation, erect signs, install or straighten posts, guard rail, fencing,
- 3) Assist in placing, removing or repairing water pipe, surface water drainage pipe, sewer pipe as assigned.
- 4) Operate motorized equipment such as mowers, weed-whackers, vehicles, plate compactors or less complex power equipment in support of proper construction techniques, maintenance actions, safety and efficiency of work
- 5) Completes safety related duties including use of personal protective equipment, flagging duties, safety observer for coworkers

Necessary Knowledge, Skills and Abilities:

- 1) Basic knowledge of math, reading and writing including understanding text, diagrams

- 2) Ability to follow directions whether written or verbal to completion of assigned task(s)
- 3) Familiarity with tools, simple power equipment and operating principles for their use including following manufacturers recommended procedures, safety and pre-operating checks and normal operations.
- 4) Ability to distinguish color, depth and differentiate among plant types, construction materials and physical relief.
- 5) Ability to listen and speak courteously.

Competencies

- 1) Must have a valid VT driver's license. Possess a valid CDL in good standing or be able to obtain within 6 months of hire date. CDL requires a drug test.
- 2) Must be a certified flagger or have the ability to become certified.
- 3) Candidate must be able to pass a background check.

Supervisory Responsibility

This position has no supervisory responsibility.

Physical Demands

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 accommodation may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL ACTIVITY REQUIREMENTS

- Employee is responsible for wearing and maintaining personal protective equipment.
- This job requires the ability to stand for extended periods of time.
- This job requires the ability to see, whether naturally or with vision correction tools (glasses, contacts).
- This job requires the ability to hear, whether naturally or with hearing correction tools (hearing aid) in order to communicate with co-worker/supervisors/customers, and to recognize audible warning devices from trucks and equipment.
- Must have the ability to be on one's feet regularly and use hands, arms, and legs repeatedly on the job.
- Specific vision abilities required by this job include: close vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- Work frequently occurs in confined areas.
- The noise level in the work environment is sometimes loud.

Primary Physical Requirements		Other Physical Requirements	
Lift up to 10 lbs.:	Performed regularly	Twisting:	Occasionally performed
Lift 11 to 25 lbs.:	Performed frequently	Bending:	Performed frequently
Lift 26 to 50 lbs.:	Performed frequently	Crawling:	Occasionally performed
Lift over 50 lbs.:	NA	Squatting:	Occasionally performed
		Kneeling:	Occasionally performed
Carry up to 10 lbs.:	Performed frequently	Crouching:	NA
Carry 11 to 25 lbs.:	Performed frequently	Climbing:	Occasionally performed
Carry 25 to 50 lbs.:	Performed frequently	Balancing:	Occasionally performed
Carry over 50 lbs.:	Occasionally	Work Surfaces	
Reach above shoulder height:	Occasionally performed	In Avg. 8 hour Day Employee is Required to:	
Reach at shoulder height:	Performed frequently		
Reach below shoulder height:	Performed frequently		
		Sit	
		Consecutive Hrs.	1 2 3 4 5 6 7 8
Push/Pull:	Performed frequently	Total Hrs.	1 2 3 4 5 6 7 8
Hand Manipulation		Stand	
Grasping:	Performed frequently	Consecutive Hrs.	1 2 3 4 5 6 7 8
Handling:	Performed frequently	Total Hrs.	1 2 3 4 5 6 7 8
Torquing:	Occasionally performed	Walk	
Fingering:	Performed frequently	Consecutive Hrs.	1 2 3 4 5 6 7 8
		Total Hrs.	1 2 3 4 5 6 7 8

Work Environment:

Predominantly outdoor work with irregular terrain in soil, paved or concrete surfaces and excavations which require the ability to climb, walk, lift and occasionally carry tools or equipment of up to 75 lbs. Ambient temperatures may be very cold in winter (-35F) and hot during summer work periods (100F).

Safety gear is frequently required in performing duties to assure visibility, limit risk of injury or protect persons or property.

Some indoor work or work completed inside a vehicle is expected. Dust or other allergens are likely present in most activities. Fumes, vapors and odors may exist as a function of tools or equipment, proximity to wastewater or stagnant drainage pools on a routine basis.

Position Type/Expected Hours of Work

This position is classified as non-exempt full-time. Standard days and hours of work are Monday through Friday, 7:00 a.m. to 3:30 p.m. However, the position requires the ability to work during non-standard hours when the need arises.

Travel

Local travel may be required between facilities, public works garage, job sites or to vendors.

Additional Eligibility Qualifications

None required for this position.

Work Authorization/Security Clearance (if applicable)

Must be authorized to legally work in the United States.

Must be able to get to and from work on a consistent basis.

AAP/EEO Statement

City of Barre provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, City of Barre complies with applicable state and local laws governing nondiscrimination in employment in every location in which the City has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

City of Barre expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of City of Barre's employees to perform their job duties may result in discipline up to and including discharge.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.