City of Kodiak

Maintenance Technician I, II, or III

**SALARY**
- $23.35 - $25.38 Hourly
- $1,868.00 - $2,030.40 Biweekly

**LOCATION**
Kodiak, AK

**JOB TYPE**
Full-Time (Non-Exempt)

**DEPARTMENT**
Public Works Department

**CLOSING DATE**
Continuous

**JOB NUMBER**
24-00001

**OPENING DATE**
08/01/2023

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**Description**

The City of Kodiak is recruiting for a full-time Maintenance Technician I, II, or III, in the Public Works Department. The Department is looking for an experienced team player that has a desire to be a part of a progressive Public Works Department working hard to serve the needs of our community.

Under general supervision, this position is responsible for performing a variety of skilled and semi-skilled maintenance, repair, and construction tasks on City streets and right-of-ways, wastewater collection and storm water conveyance systems, landscapes, facilities, and buildings that could include: performing inspections; implementing routine preventative maintenance and repairs; evaluating equipment and supplies as necessary to ensure effective operations: executing special projects/assignments; snow removal; responding to emergency spill and cleanup calls and related events by evaluating hazards and determining corrective actions; and leading the work of temporary employees.

The Maintenance Technician is responsible for providing maintenance, repair, and construction services in a safe, efficient manner and is frequently required to make independent, sound judgements in projects affecting the public health and safety, and to work without direct supervision. The Maintenance Technician must perform these duties in a manner that reflects positively on the City and the Department.

**Examples Of Essential Duties**

- Performs a variety of maintenance, repair, and construction work on various City buildings, facilities, structures, and systems.
- Conducts traffic control when working in traffic areas of the City; installs street barricades and cones prior to the performance of maintenance or repair activities; directs and controls traffic around work sites.
- Performs various duties involved in the installation, repair, and maintenance of streets; fills pot holes and repairs road edges with patch material and/or hot mix asphalt; fabricates, installs and maintains signage, removes and replaces asphalt in areas damaged for system repair and areas of asphalt that are failing; removes roadway hazards. Perform various duties involved in the replacement and maintenance of the City’s parking lot and streets striping.
- Monitors, checks, inspects, and performs preventative maintenance activities to applicable fixtures, equipment, and/or associated systems to ensure continued and uninterrupted operation.
- Maintains, trims, prunes, and removes trees, brush, and weeds along City right-of-ways, removes broken branches and fallen trees from streets, sidewalks, and drainage ditches; prunes and cuts limbs and foliage hanging over roads and sidewalks.
• Conducts special projects/assignments; responds to emergency spill and cleanup calls and related events by evaluating hazards and determining corrective actions.
• Upon completion of training, operates a variety of construction and maintenance equipment including, but not limited to, excavators, forklifts, dump truck, street sweeper, snow plow, sewer jet truck, pavement roller, front loader, hydraulic lift booms and cranes, off-highway trucks, rollers, bulldozer, motor grader, backhoe and a variety of hand and power tools. Utilize various heavy equipment to complete excavation projects including, road repair, pipe installation, and road grading.
• Monitors and maintains materials, supplies, equipment, and/or applicable inventory items in assigned area of responsibility; initiates the procurement of replacement items.
• Removes ice and plows snow from City streets; spreads sand and road de-icer.
• Performs routine service; operates a variety of maintenance equipment and hand and power tools in a safe and efficient manner; maintains tools and assigned equipment; performs preventative maintenance on equipment.
• Transports equipment and material to work sites; loads and unloads equipment and materials.
• Performs various duties involved in the repair and maintenance of the City's buildings and facilities.
• Maintains cleanliness of assigned work areas and facilities; cleans and maintains assigned vehicles and equipment.
• Utilizes proper safety precautions related to all work performed and maintains a healthy and safe working environment.
• Performs other duties as assigned.

Minimum Qualifications
Training and experience will vary in accordance with the designated Technician levels as follows:
Must have obtained a high school diploma or General Educational Development (GED). Have two to three years of maintenance, construction or trades experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. Must have a valid Alaska driver's license, Alaska commercial driver's license (CDL) Class B or ability to obtain a CDL within six (6) months of hire date. Knowledge and experience with traffic control flagging and forklift operator are desired.

Mandatory Department of Transportation (D.O.T.) Drug/Alcohol Testing required.

Maintenance Technician I: No certifications required.

Maintenance Technician II: State of Alaska Department of Environmental Conservation (ADEC) Level 1 Operator certification in at least one of the following: Water Distribution (WD) or Wastewater Collection (WWC).


***Individuals with a valid CDL are eligible for a higher starting pay.***

Supplemental Information

**PHYSICAL REQUIREMENTS:**
Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, twisting, reaching, lifting, grasping, finger dexterity, feeling, talking, hearing, seeing and repetitive motions.
Primary functions require sufficient physical ability and mobility to work in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb heights on ladders; to lift, carry, push, and/or pull; to operate assigned tools, equipment and vehicles; travel from site to site; and to verbally communicate to exchange information.
Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

**WORKING CONDITIONS:**
Some work indoors in office or shop environment, with the majority of work performed outdoors in varying weather
conditions. Outdoor work often performed in inclement weather under physically demanding situations. Exposure to dust, grease, fumes, odors, gases, vibrations, mechanical and electrical hazards; hazardous traffic conditions; work space restrictions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; and work at heights. The noise level in the work environment is usually moderate; however, the noise level is occasionally louder due to the operation of tools and equipment. Occasional contact with the general public. Non-traditional work hours may be required with shift assignments on rotating work schedule and are based on the needs of the department. May be required to respond to emergency calls at any hour.

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**Maintenance Technician I, II, or III Supplemental Questionnaire**

**QUESTION 1**

Do you currently possess a valid State of Alaska Driver's License OR are you able to obtain a State of Alaska Driver's License?

- Yes, I currently have a valid Alaska Driver's License
- No, but I AM ABLE to obtain a valid Alaska Driver's License within 30 days if hired
- I do NOT have the ability to obtain an Alaska Driver's License within 30 days if hired

**QUESTION 2**

Do you have a valid State of Alaska Commercial Driver's License (CDL) OR are you able to obtain a State of Alaska CDL?

- Yes, I currently have a valid Alaska CDL
- No, but I AM ABLE to obtain a valid Alaska CDL within six months if hired
- I do NOT have the ability to obtain an Alaska CDL within six months if hired

**QUESTION 3**

What level is your State of Alaska Water Distribution (WD) Certificate?

- Level 1
- Level 2
- Level 3
- No valid WD certificate

**QUESTION 4**

What level is your State of Alaska Wastewater Collection (WWC) Certificate?

- Level 1
- Level 2
Level 3
No valid WWC certificate

* Required Question