

**City of Gold Bar**  
**Utility Maintenance Worker I**  
**Job Description**

Under direct supervision of the Public Works Director and the Water Distribution Manager (WDM) employee, the Utility Maintenance Worker I (UMWI) shall perform general maintenance and repair of the City's water system, streets, parks, municipal buildings, and other facilities. Job duties shall include the operation and maintenance of equipment and vehicles used in areas of assignment.

The UMWI shall read water meters and record usage; maintain right of ways and utility easements; maintain fire hydrants, storage tanks, and other system facilities; repair and install service lines and meters; repair and install service mains; take water samples for testing as directed; and monitor water system equipment.

The UMWI shall perform excavations; minor street repairs; install street signs; operate mowers and small equipment to maintain facilities and right of ways; operate the backhoe, endloader, snow plow; and dump truck; grade roads; assist in construction projects; operate small equipment such as power tools, chain saws, generators, etc.; and operate and maintain City vehicles.

The UMWI shall receive and keep current all certifications and trainings as required by the Public Works Director, WDM, and/or Mayor.

The UMWI shall assist with general janitorial and maintenance duties on municipal buildings and grounds, including weeding, painting, cleaning, and making minor repairs as directed.

The UMWI may be required to assist with animal control; building, planning, and development; code enforcement; and emergencies as directed by the Public Works Director, WDM, and/or Mayor.

The UMWI shall work with the general public as needed.

The UMWI shall perform other such duties as assigned by the Public Works Director, WDM, and/or Mayor.

Duties may involve the handling of sensitive and confidential information.

This is a physical position requiring movement and standing a majority of the work day. Lifting up to 70lbs. may be regularly required.

Computer skills including word processing and email functions, and the ability to easily learn specific software programs related to job duties.