

City of Gold Bar

EST. 1910



107 – 5th Street, Gold Bar, WA 98251

City of Gold Bar Job Opening Utility Maintenance I

Employer: City of Gold Bar
Location: Gold Bar, Snohomish County, WA
Job Category: Public Works
Employment Type: Full Time, Salary,
Salary and Benefits: \$18.49-\$21.00 per hour, DOE; full benefits
Start Date: September 2, 2025

Position Open Until Filled

Job Summary:

Under direction of the Public Works Director, the Utility Maintenance I person is responsible for general maintenance of the City's streets; parks; municipal buildings; utilities; and other general maintenance.

Essential Duties and Responsibilities:

- Operating mowers and small equipment
- Reading water meters and recording usage
- Maintaining right of ways and utility easements
- Maintaining fire hydrants, storage tanks, and other system facilities
- Repairing and installing service lines and meters
- Excavating and minor street repairs
- Operating a backhoe, endloader, snow plow, dump truck, and other City vehicles
- Operating small equipment such as power tools, chain saws, generators, etc.
- General janitorial and maintenance duties including weeding, painting, cleaning, etc.
- Assisting City staff with other tasks as assigned.

Skills and Abilities (preferred or able to easily learn in a timely manner):

- Computer skills including word processing and email functions, and the ability to easily learn specific software programs related to job duties, such as water systems.
- Operation and maintenance of equipment.
- Multitasking.
- Organizational skills.
- Ability to work with the general public and staff in professional and courteous manner.
- Understanding of local government.
- Punctuality and reliability

Required Qualifications:

- High School graduate or GED.
- Valid driver's license.
- Operator manual transmission vehicle
- Flagging Certification or ability to obtain one within six (6) months of hire date.
- Trench Certification or ability to obtain one within six (6) months of hire date.
- Basic computer skills.

Working Conditions:

Work is conducted in both an office and a field environment. The job functions require the ability to safely move about on construction or maintenance sites under inclement weather at any hour of day or night, and may require walking on uneven, rocky, or rough ground. Such physical exposure may require the ability to reach, climb, balance, stoop, kneel, crouch, or crawl. Physical hazards include exposure to traffic, heavy equipment, noise, dust, and debris. Job functions also require the ability to sit at a desk and/or in front of a computer screen.

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.

Conditions of employment include passing a background check and completion of a six month probationary period.

The City of Gold Bar is an equal employment opportunity employer. The City employs, retains, promotes, disciplines, and otherwise treats all employees and job applicants strictly on the basis of job-related qualifications and competence. These policies and all employment practices shall be applied without regard to any individual's gender, race, color, creed, religion, national origin, sexual orientation (including gender identity), pregnancy, age, marital status, military status, disability, genetic information, or any other characteristic protected by law.

This job description in no way implies that these are the only duties to be performed. The employee occupying the position will be required to follow any other job-related instructions and to perform any other job-related duties requested by the Mayor.

This job description does not constitute an employment agreement between the City and the employee, once hired, and is subject to change as the needs of the City and requirements of the job change.

For questions or to apply:

Contact Office Manager Denise Beaston with questions, or to request an application. Submit the application along with a letter of interest and resume, including references, to Ms. Beaston.

Contact Information:

Gold Bar City Hall

107 5th St.

Gold Bar, WA 98251

Phone: 360-793-1101

Fax: 360-793-2282

Office Manager Email: d.beaston@cityofgoldbar.us