



TOWN OF SNOW HILL, MARYLAND
~ Public Works Department ~
Maintenance Tech Position Opening

The Town of Snow Hill seeks a qualified candidate for the Public Works Maintenance Tech position.

TO APPLY: Send letter of interest/resumé via email to Margot Resto, Town of Snow Hill, mresto@snowhillmd.com. **DEADLINE TO APPLY: Friday, October 23, 2020.**

DEPARTMENT: Public Works
JOB TITLE: Maintenance Technician I - Without CDL
Maintenance Technician II - With CDL Class B
COMPENSATION: Non-Salaried/Non-Exempt

JOB SUMMARY: Under the direction of the Public Works Supervisor, this individual operates and trains on non-commercial and commercial weight vehicles (over 26,000 pounds); performs semi-skilled and skilled labor work; uses hand and power operated tools, operates and maintains various small gas powered, electrically driven, and/or hydraulically operated machinery and equipment; assists in the repair of streets and parks, as necessary.

GENERAL REQUIREMENTS

- Drug & alcohol testing
- Subject to emergency call-back with little or no notice
- Pre-employment background check and motor vehicle history

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

- Repair and resurface roadways. Erect and repair street signs. Repair, maintain and paint buildings and other structures;
- Assists in patching streets, digging holes, flagging traffic, and cleaning ditches;
- Assists with street sweeping, snow removal and salting sidewalks;
- Assists with park maintenance, including cutting grass, pulling weeds, raking leaves, etc.;
- Assists with garbage and recycling collection, tree limb collection, and bulk trash collection;
- Assists with Town holiday decoration;
- Operate hand and power tools such as air hammers, jacks, chainsaws, weed-eaters, power trimmers and sprayers;
- Perform preventive and routine maintenance on vehicles, tools, machinery, and equipment;
- Assist the Foreman and/or Supervisor with vehicle and equipment repairs, performing minor repairs and maintenance;
- Maintain records and logs;
- Operate commercial weight vehicles and equipment (for CDL licensees);

- Participate in safety related training including confined space and handling of hazardous materials;
- Plow and sand roads during snow emergencies;
- Adhere to the Town of Snow Hill Personnel Rules & Regulations;
- Perform other related duties as directed.

QUALIFICATIONS AND SKILLS

ALL MAINTENANCE TECHNICIANS

- High school graduate or equivalency;
- Operation of hand and power tools, machines, equipment, and vehicles;
- Skill in making minor and routine repairs/adjustments to machinery, vehicles and equipment;
- Oral and written communication skills necessary to communicate effectively with others;
- Follow verbal and written instructions, read street signs, complete forms, records and logs;
- Ability to apply acquired knowledge to increasingly varied and complex tasks;
- Ability to perform duties independently and as part of a team and complete assigned tasks by the established deadlines.

MAINTENANCE TECHNICIAN I

- Basic knowledge of the operation and function of tools, equipment, and commercial weight vehicles used in construction and maintenance of roads, drainage systems, pipelines and related structures;
- Must possess a valid Maryland Class C driver's license and driving record of less than 4 points;
- Must possess a valid Maryland Class B CDL license within one year of employment;
- Current ICC Physical Exam card with the ability to pass ICC drug screening.

MAINTENANCE TECHNICIAN II

- Must possess a valid Maryland Class B CDL driver's license upon hiring and driving record of less than 4 points;
- Operate 7 of the following 10 vehicles/equipment proficiently:
 - Fork lift, roller, bucket truck, dump truck, skid steer loader, tractor mower, bulldozer, paver, grader, roller.

WORKING CONDITIONS

- Work is primarily conducted outdoors with exposure to inclement weather.