

Jurisdictional Class: Competitive; Non-Competitive in City of Plattsburgh  
Adopted: January 17, 2003  
Revised: June 25, 2010

**PUBLIC WORKS MAINTENANCE WORKER II**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves responsibility for the performance of skilled work in the maintenance and repair of streets, sidewalks, sanitary sewers, water distribution lines, and related public work functions. The incumbent also operates a variety of power equipment and pickup trucks on the job in performance of his/her duties. The work is performed under general supervision with leeway allowed for the exercise of independent judgment in performing duties in accordance with established procedures. Supervision may be exercised over the work of work crews and in directing their activities on specific projects. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Leads and participates in the construction, extension, repair, and maintenance of streets and sidewalks;  
Leads and participates in the installation, cleaning, maintenance, repair, and extension of storm and sanitary sewers and water distribution lines;  
Leads and participates in the cleaning of catch basins, sanitary manholes, or wet wells;  
Operates and maintains equipment associated with the maintenance, repair, operation, or replacement of water and wastewater systems as well as equipment used in street and sidewalk maintenance such as air compressors, pavement breakers, or jackhammers;  
Prepares and works with tarmac, black top, and mixed concrete;  
Investigates complaints dealing with blockage and water leaks and by standard tests, determines location of leaks;  
Occasionally reads, removes, and resets water meters in the homes of consumers;  
Installs and does routine maintenance of hydrants and gates;  
Plows snow, helps to remove snow, sands icy streets and all public areas, and may act as a wing person;  
Supervises, leads, and participates in excavation and backfilling work, in digging operations, and insures that proper safety procedures are followed;  
Operates automotive equipment, dump trucks, and heavy equipment in the performance of duties;  
Installs street signs, sign posts, and parking meter posts;  
May be required to do carpentry work necessary for building maintenance and maintains buildings and equipment used by the department;  
Operates high pressure equipment;  
Installs new water and wastewater services;  
Maps water valves, manholes, and fire hydrants;  
Maintains and updates records for valve and hydrant testing;  
Inspects new installations of water and sewer infrastructures for compliance with Local Laws and Ordinances;  
Prepares a variety of records and daily reports;  
Instructs new employees and assigns duties to workers;  
Acts as inspector for contracted Public Works jobs;  
Leads and participates in the televising and inspection of sanitary sewers with a TV Inspection System.

## Public Works Maintenance Worker II

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Good knowledge of the maintenance, cleaning, and construction activities including tools, terminology, and equipment used in the operation of a public works department including municipal water distribution and wastewater systems;

Good knowledge of the safety precautions exercised in such work;

Ability to perform public works construction and repair work required to maintain streets, sidewalks, storm sewers, water distribution lines, and related public works activities;

Basic map reading skills;

Ability to supervise the work of others;

Ability to operate hand and power tools;

Ability to understand and carry out oral and written directions;

Mechanically inclined.

### **MINIMUM QUALIFICATIONS:** Either:

(a) Two (2) years of experience in public works activities such as construction and maintenance of water or sewage lines or street and/or sidewalk construction and maintenance; or

(b) Three (3) years of experience as a skilled worker in two or more mechanical trades including carpentry; or

(c) An equivalent combination of training and experience in the above.

**SPECIAL REQUIREMENT:** Possession of an appropriate New York State Driver's License at time of appointment.