



CITY OF SAINT PETER

Position Opening

CONSTRUCTION MAINTENANCE WORKER - \$21.91 - \$30.84/hour!

The City of Saint Peter, Minnesota, is accepting applications for the position of: **Construction Maintenance Worker**. If you are looking for a position that offers excellent benefits, a great retirement plan, and steady work hours, this is the position for you. \$21.91 - \$30.84 per hour!

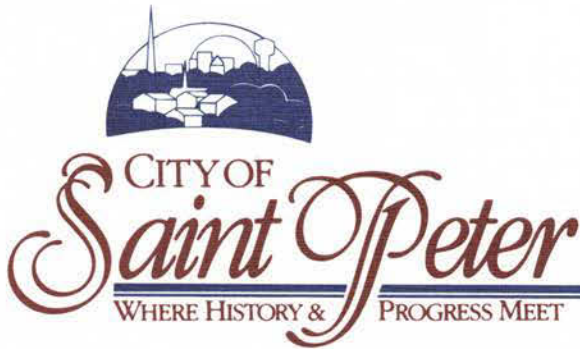
The Construction Maintenance Worker is part of the Parks Section of the Department of Public Works. Essential job functions include performing a variety of carpentry, masonry, and other tasks associated with construction and maintenance of City buildings, grounds, and facilities; operates trucks and other equipment, ensures routine maintenance is performed on vehicles and equipment.

Minimum qualifications include a high school diploma or equivalent; two years of responsible construction experience in carpentry and masonry; possession of a valid driver's license upon employment and possession of a State of Minnesota Class A Driver's License with Air Brake Endorsement and Tanker Endorsement within six months of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or obtain within six months of the date of employment.

Desirable qualifications: demonstrated completion of a Residential or Commercial Carpentry Program from an accredited educational institution or more than one year of experience in residential or commercial carpentry; demonstrated knowledge of practices, methods, tools, and equipment used in the construction trades; demonstrated knowledge of playground equipment including installation, inspection and maintenance; demonstrated skill in use of construction tools and equipment; ability to read and interpret blue prints, diagrams, and engineering sketches; demonstrated ability to make moderately complex mathematical calculations; demonstrated knowledge of state and local plumbing, electrical and building codes; demonstrated knowledge of OSHA regulations and safety precautions of the trade and equipment operation; demonstrated experience driving trucks and maintenance equipment used to remove snow and to maintain City facilities, trails, rights-of-way; possession of valid certified chemical applicator's license (for street rights-of-way); demonstrated ability to speak Somali or Spanish .

NOTICE: The successful candidate must complete and pass a pre-employment physical and drug test and is subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations.

\$21.91 – \$30.84 per hour. Applicants are required to complete a City of Saint Peter application form available online www.saintpetermn.gov/365/Employment or from the City Administrator's Office, 227 South Front Street, Saint Peter, Minnesota 56082-2538, by calling (507) 934-0663. First review of applications will begin November 27, 2023, and the position will remain open until filled. Interviews for qualified candidates will be conducted beginning December 6, 2023. AA/EEO



IMPORTANT NOTICE – PLEASE READ CAREFULLY!

Dear Applicant:

Enclosed is the employment application you requested from the City of Saint Peter. A copy of the job description for the position you are interested in is also enclosed for your information. Please review the job description carefully before completing the application.

All applications for employment with the City of Saint Peter are reviewed and scored based upon a predetermined set of ranking criteria. The ranking criteria is directly related to the minimum and desired qualifications contained in the job description for the position. It is critical that you specify the functions and responsibilities of your past experience in a manner which will allow the person scoring the application to determine whether you meet the requirements for the minimum and desired qualifications for the position! Points can only be assigned for past experience and education if the person scoring the application is able to determine that you meet the minimum and desired qualifications for the job based on the information you provide on your application. **Applicants who do not meet each of the minimum qualifications for a position will not be considered for an interview under any circumstances.**

Please provide detailed information about your experience and training related to computer hardware and software, equipment, machinery and/or any specialized processes you feel are relevant to the position or are defined in the job description. This should include number of years of experience, information on types of computer software and hardware you may be proficient with, specialized training you have received including training needed for licensure, in-house training you may have received through a previous employer, level of skill for various responsibilities, and any other information which may outline your skills and abilities relative to this position.

If you have any questions about how to complete the application or the requirements of the position, please contact the City Administrator's office at 507-934-0663.

Thank you for your interest in serving the citizens of our community through employment with the City of Saint Peter.

Sincerely,

City Administrator's Office
City of Saint Peter

The City of Saint Peter is an equal opportunity provider
TDD #711

CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

Pay Equity Points = 194

POSITION TITLE: CONSTRUCTION MAINTENANCE WORKER

DEPARTMENT: PUBLIC WORKS

DIVISION: MAINTENANCE

SECTION: PARKS

SUPERVISOR: PARKS FOREMAN

OVERVIEW OF POSITION:

Under general direction, the Construction Maintenance Worker performs a wide variety of construction and maintenance tasks and operates equipment associated with the construction and maintenance of City buildings, grounds and facilities performing essential job functions as listed herein and related duties as assigned or apparent.

ESSENTIAL JOB FUNCTIONS:

- Performs a variety of carpentry, masonry and other tasks associated with the construction, reconstruction, maintenance, repairs and clean-up of City buildings and facilities; prepares layout sketches; reads, interprets, and performs construction activities from blueprints, diagrams, and engineering sketches; prepares materials lists; evaluates needs and prepares specifications for materials and equipment; operates hand and power tools and equipment; occasionally operates trucks and other equipment; ensures routine maintenance is performed on assigned vehicles and equipment; works overtime as necessary to perform emergency repairs, clean-up and snow removal activities; operates trucks and equipment necessary for the construction, reconstruction, maintenance, and cleaning of City streets and trails, inspects and completes repairs on city playground equipment, performs similar maintenance duties for other Public Works Sections and City departments as assigned.
- Supervises section employees as assigned by the Parks Foreman including other Construction Maintenance Workers, Groundskeepers, Forestry and seasonal personnel.
- Monitors safety conditions; recognizes unsafe conditions and takes corrective action as needed and reports unsafe conditions to the Parks Foreman.
- Performs related duties as assigned or apparent.

ESSENTIAL PHYSICAL REQUIREMENTS:

The Construction Maintenance Worker is required to be capable of performing the following physical functions or a combination thereof for any given workday:

Legend:

Continuously is over 2/3 of a workday

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Frequently is 1/3 to 2/3 of a workday

Occasionally is less than 1/3 of a workday

Workday - a normal workday is eight (8) hours with a break for a meal. A normal work week is five (5) days with two consecutive days off. During emergencies, workdays may extend to 16 hours or more and a work week to seven days.

Actions: Continuously speak comprehensible English and understand English, read and write English; Hearing - continuously normal or corrected to normal; Eyesight - continuously far vision and near vision 20/40 or corrected to 20/40, differentiate colors precisely, normal depth perception, normal peripheral vision; Continuously bend/stoop, squat, crouch, kneel, balance, push/pull; Frequently crawl, climb height of thirty feet, reach above shoulder level; Continuously use both feet for repetitive movements as in operating foot controls; Continuously use hands for firm grasping and fine manipulating

Strength: Continuously carry up to thirty-four pounds and lift up to thirty-four pounds; frequently carry thirty-five to seventy-four pounds and lift thirty-four to seventy-four pounds; occasionally carry seventy-five to one hundred pounds and lift seventy-five to one hundred pounds.

Stamina: Continuously endure exposure to changes in temperature from less than seventeen degrees centigrade to in excess of thirty seven degrees centigrade; continuously endure exposure to dust, fumes, gases, mist, wet, humid; occasionally exposed to high noise levels

Safety: Perform basic first aid; Perform cardiopulmonary resuscitation; Perform confined space (manhole) rescue; Wear safety equipment including hard hat, steel-toed shoes, safety goggles, and safety vests.

Vaccinations: Receive vaccinations for tetanus and hepatitis B. The vaccinations for hepatitis B are made available to the Construction/Maintenance Worker by the City but are not required.

ESSENTIAL PSYCHOLOGICAL, SITUATIONAL, AND FUNCTIONAL FACTORS:

The Construction Maintenance Worker is required to be capable of performing the following psychological, situational, and functional functions:

Ability to: communicate effectively, both orally and in writing; accept responsibility; delegate responsibility; understand and carry out oral and written instructions; establish priorities and coordinate the work of personnel; cooperate with a wide range of individuals; demonstrate flexibility in work environment, performing a variety of frequently changing tasks; exhibit sustained concentration and prolonged commitment to job tasks; work alone effectively under stress in situations dangerous to self or others; be tactful; maintain confidentiality as needed; communicate and deal with the public.

MINIMUM QUALIFICATIONS:

- High School diploma or equivalent.
- Two-years' of demonstrated construction experience in carpentry and masonry.

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- Possession of a valid driver's license upon employment and possession of a State of Minnesota Class A Drivers' License with Air Brake Endorsement and Tanker Endorsement within six months of the date of employment with the City.
- Possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or obtain within six months of the date of employment with the City.

DESIRABLE QUALIFICATIONS:

- Demonstrated completion of a Residential or Commercial Carpentry Program from an accredited educational institution or more than one year of experience in residential or commercial carpentry.
- Demonstrated knowledge of the practices, methods, tools, and equipment used in the construction trades.
- Demonstrated knowledge of playground equipment including installation, inspection and maintenance.
- Demonstrated skill in the use of construction tools and equipment; ability to read and interpret blueprints, diagrams, and engineering sketches.
- Demonstrated ability to make moderately complex mathematical calculations.
- Demonstrated knowledge of state and local plumbing, electrical and building codes.
- Demonstrated knowledge of OSHA regulations and safety precautions of the trade and of equipment operation.
- Demonstrated experience driving trucks and maintenance equipment used to remove snow and to maintain City facilities, trails, sidewalks and rights-of-way.
- Possession of a valid certified chemical applicator's license (for street rights-of-way).
- Demonstrated ability to speak Somali or Spanish.

Adopted: 10/09/2023