



## **Town of Kremmling**

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Kremmling is located in beautiful Colorado mountain community with access to a variety of amenities. Our community boasts rustic appeal and is surrounded by wide-open public lands and breathtaking mountain views. Our community enjoys access to motorsports, fishing, hunting, hiking, camping, fishing, boating, and more. Kremmling is located within an hour of Silverthorne, Steamboat Springs, Breckenridge, and Winter Park. The ideal candidate is one who enjoys serving the community in a small-town mountain environment.

### **Job Title: – Public Works Technician II / Equipment Operator**

**Keywords:** Equipment Operator

**Reports To:** Public Works Director

**FSLA:** Non-Exempt (Full Time) and (Part Time)

**Hourly Range:** \$24.00 - \$28.00

### **Pay and Benefits**

Full-time non-exempt employees are eligible for benefits. Kremmling offers an excellent benefits package that supports quality work-life balance including include health insurance, dental, vision, MASA, retirement plan with matching contribution, parental involvement leave, paid holidays, and paid time off. Part-time is not eligible for benefits but does accrue paid time off. Hiring range for the position is \$24 -\$28 depending on qualifications and experience.

### **Summary**

The Town of Kremmling is seeking to fill multiple full-time or part-time people for the Public Works Technician II positions. These employees help maintain and enhance our Town streets, parks, public buildings, and infrastructure and receive training on light and heavy equipment use. As a valued member of our public works team, you will serve the Kremmling community and develop valuable skills along the way. Cross functional responsibilities include minor building and maintenance repair, fleet repair and assisting the Public Works Director as needed with special projects as needed.

### **Essential Job Functions:**

- Performs snow removal activities either by hand, small equipment or heavy equipment as assigned.
- Assist with general maintenance and repair on all streets and sidewalks to include installation and repair of signage, delineators, patching, striping, sweeping, snow removal and shoveling, traffic control, streetlights, traffic signals, bridges, culverts and drainage areas, as well as trash and debris removal.
- Park maintenance and repairs on playground equipment, fencing, shelters, benches and tables, signage, lighting, statue bases, trash receptacles, bridges, railings, and stairs. May include mowing, trimming, watering and fertilization of grass areas.
- Trail maintenance and repairs to include grooming of gravel paths and patching of asphalt path widths and shoulders, fencing, bridges, railings, signage, benches, tables, trash receptacles and landscaping materials.
- Building maintenance will include minor repairs of heating, plumbing, electrical and roofing systems. Removal of snow and ice from walks, steps and parking areas. Application of stains or paint products to interiors and exteriors.

- Vehicle maintenance repairs on all fleet vehicles as needed through monitoring of records and hour meter readings. Duties include oil and filter changes, hose and belt replacement, repair flat tires, fluid replacements, washing and vacuuming of vehicles. General housekeeping of all vehicles, shop, tools and equipment is mandatory.
- Performs a variety of duties that requires considerable knowledge of the use and wear of Personal Protective Equipment (PPE).
- Maintain work areas, shop, grounds, office, restrooms and common use areas in a neat and orderly fashion.
- Perform daily, monthly, semi-annual and annual maintenance on all vehicles, compressor's, heating units, pressure washers, hoses and equipment.
- Operates heavy and light duty equipment to perform related maintenance and construction assignments.
- Responsible for vehicle pre-trip inspections prior to the use of all equipment.
- Performs a variety of heavy laboring activities including the use of hand tools, light power equipment and heavy construction and maintenance equipment.
- Maintains a safe working environment to include working in traffic and congested areas, working in ditches and confined spaces and all work environments.
- Perform special projects and miscellaneous duties such as event and function set-ups and as directed by a Supervisor.
- Performs other related duties as assigned

Working with the other Public Works staff, install, maintain and repair Town owned assets to ensure they are in safe and functional condition.

**The Public Works Technician II/Equipment Operator will:**

- Promote a professional, cooperative and problem solving atmosphere;
- Arrive to work per posted schedule, and in appropriate attire;
- Have the ability to adhere to weekend and on-call scheduling as posted;
- Conduct all business in a professional and courteous manner and may occasionally be required to teach, or give instruction to co-workers; and
- Ensure the safety of all staff, citizens and Town owned property by reporting unsafe conditions and/or suspicious activity to the Supervisor, Public Works Director or Town Manager.

This position requires a High School diploma or GED equivalent. Desired but not required to have valid Class "B" CDL license, and/or the ability to gain one within one year of hire. Must have basic knowledge in the following trades and equipment: carpentry, concrete, plumbing and roofing; hand, power and air tools such as wrenches, drills, sanders, hammers, saws, cut-off saw, sanders, chain saw, portable compactors, lawnmower, snow blower, weed trimmer, table saw, grinders, chop saw, floor jacks, grease guns, trash pumps, weed control equipment, acetylene torches, stick welders and gas generators.

OR

Any combination of related education, experience, certifications, and licenses that will result in a candidate successfully performing the essential functions of the job

**Working Conditions**

- Frequent contact with employees and the public, both in person
- Requires ability to perform multiple tasks at one time with frequent interruptions
- Work is performed with extended periods indoors and outdoors
- Exposed to some hazards that are associated with operating heavy equipment and machinery. There is exposure to injury or accident

- Frequent sitting, standing, lifting, walking, pulling, grabbing, kneeling,
- Operate standard office equipment requiring continuous or repetitive hand/arm movements
- Vision enough to interpret computer screens and documents to assist the public and complete work assignments; specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus
- Frequent physical effort that includes: stooping, kneeling, crouching, crawling; frequent standing or walking; frequently lifting and/or moving at times 40 pounds and occasionally lifting and/or moving more than 80 pounds; maintaining arms and hands in the same position for repetitive tasks and frequently working with light objects and light hand tools
- Public works employees work some nights, weekends, holidays and on-call duties are mandatory.

### **Conditions of Employment**

- Must pass criminal history check.
- Must pass motor vehicle records check.

The statements contained in this job description reflect general details as necessary to describe the principal function of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or provide relief, to equalize peak work periods or otherwise to balance the workload.

The Town of Kremmling is an Equal Opportunity Employer, and it is the equal opportunity employment policy of the Town to make all recruitment, hiring, and placement decisions, as well as other employment decisions on the basis of the qualifications of the individuals considered for the position to be filled, without regard to race, religion, color, age, sex, or national origin, sexual orientation, gender identity, gender expression, disability, military status, genetic information, or any other status protected by applicable state or local law.

All applicants must be able to perform the essential job functions outlined above with or without reasonable accommodation.

**To Apply: Email application, cover letter, and resume to [manager@townofkremmling.org](mailto:manager@townofkremmling.org). Applicants will be reviewed as resumes are received. This posting can close at any time.**