

Position opens: July 3, 2018

Elko County Human Resources Employment Opportunity Announcement

POSITION: Jackpot Public Works Technician – Part-time/Seasonal

SALARY: Up to \$15.00 per hour based on experience (not to exceed 1039 hours per fiscal year)

APPLICATION DEADLINE: July 10, 2018, 5:00pm

Jackpot Public Works Department is seeking qualified candidates for a part-time/seasonal Public Works Technician. This position assists the department with maintenance, repair, and oversight of the Jackpot utility systems and other public works duties including streets, building maintenance, parks, airport, and other duties as assigned. Must possess and maintain a valid Nevada driver's license. Must complete OSHA 10 training within 30 days of employment. This position has been identified as safety sensitive and will be required to successfully pass a pre-employment drug and alcohol screening as well as criminal background check. As a condition of continued employment, will be required to successfully pass random drug and alcohol screening.

- Not eligible for County benefits.

Obtain an application and full job description at www.elkocountynv.net.

Jackpot Public Works Department
1594 Pond Drive
Jackpot, NV 89825
(775) 755-2448 phone

--OR--

Elko County Human Services
540 Court St, Suite 105 (Physical Address)
571 Idaho St. (Mailing Address)
Elko, NV 89801
(775) 738-4375 phone
(775) 738-5984 fax

Elko County is an Equal Opportunity Provider and Employer.

In compliance with applicable laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations.



**ELKO COUNTY
HUMAN SERVICES**
571 Idaho Street
Elko, NV 89801
775.738.4375
775.738.5984 (fax)

**Job Code: 26901
Date Est.: --
Last Rev.: 06/2018
FLSA: Non-exempt
Probation: N/A**

PUBLIC WORKS TECHNICIAN – TOWN OF JACKPOT PART-TIME/SEASONAL

DEFINITION

Provides maintenance, repair, and oversight of the Jackpot Utility Systems and other Public Works duties including streets, building maintenance, parks, airport, and other duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Public Works Supervisor and other senior technicians from within the department.

REPRESENTATIVE DUTIES

The following duties are typical for this position. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Provide maintenance of the Jackpot Municipal Water System as directed.
- Provide maintenance of the Jackpot Sewer System as directed.
- Provide maintenance of the Jackpot Municipal Airport as directed.
- Provide maintenance for all building and grounds as directed.
- Provide maintenance for park facilities as directed.
- Traffic signal maintenance.
- Solid waste transfer facilities operation.
- Provide inspection services as needed for work performed by contractors.
- Inspects and maintains all Public Works vehicles.
- Perform snow removal as directed.
- Comply with Elko County Policies and department procedures.

- Accurately complete work assignments in a timely manner.
- Advise supervisor of project / work status.
- Communicates tactfully, both orally and in writing, with co-workers, and the general public.
- Responsible for safe working environment for slips, trips and falls, confined spaces, work zones, traffic control.
- Listens carefully and responds appropriately.

QUALIFICATIONS

KNOWLEDGE OF:

- General working knowledge of municipal water system including but not limited to wells, pumps, and distribution system.
- General working knowledge of municipal sewer system, including but not limited to sewer lagoon systems.
- General knowledge of principles and practices of asphalt road maintenance.
- Arc welding and cutting torch use.
- General working knowledge of building maintenance principles and practices.
- Basic mathematical knowledge.

ABILITY TO:

- Clearly communicate in English both verbally and written.
- Work without immediate supervision.
- Read and interpret simple line diagrams.
- Use basic hand tools such as hammer, saw, wrenches, etc.

EXPERIENCE AND EDUCATION

- Individual must possess high school diploma or GED equivalent or any combination of experience and education that would likely produce the required knowledge and abilities to qualify for this classification.

LICENSES OR CERTIFICATES

- Must possess and maintain a valid Nevada driver's license.

- OSHA 10 hour training minimum.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

Must have the physical agility to be able to move inside a 4.0' manhole with an air pack on the individuals back while being able to either bend over or squat down to clean a lowered trough in the same area. Have the ability to ascend a ladder to a height of 30' comfortably. Must be able to move through a 36" round opening that is approximately 3' off the bottom of a water tank for access. Must be able to move and work safely while in a trench that is only 3 feet wide for a depth of 4.0'. Must be able to access and climb a ladder quickly to exit a trench, the ladder being usually within 25' of the worker. Be able to walk for distances up to one mile without being physically exhausted. Must be able to lift at least 100 lbs. to the waist and carry that weight for 25'. Must have good balance to be able to work from the side of a boat while servicing equipment in the sewer lagoons. Must have physical dexterity in both hands to be able to keep from dropping tools in places like manholes and sewer lagoons. Vision should allow the reading of a gauge dial with 12 CPI letters and numbers. Have the physical ability to descend into a manhole through a 30" ring to depths of up to 17 feet and as small as 3'. Have physical ability to lift himself / herself out of a shallow manhole by placing hands on the ring and pushing body up with the arms through this same 30" ring. Occasionally there must be a narrow ladder used to descend, sometimes this ladder extends through the 30" ring. Must be able to work in a confined space while wearing a Self Contained Breathing Apparatus (SCBA).

While performing the duties of this job, the employee is frequently required to talk or hear, sit, use hands to finger, handle, feel or operate objects, tools, or controls, and reach with hands and arms. The employee is required to stand or walk.

The majority of the work is performed in an outdoor setting. Some outdoor work is required in the inspection of various land use developments and construction sites. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the majority of work is outside in varying weather

conditions. The employee is occasionally exposed to wet and / or humid conditions or airborne particles. In addition the employee may be exposed to extreme heat and/or cold.

The noise level in the work environment is usually quiet in the office and moderate in the field.

OTHER REQUIRMENTS

- Must reside in the town of Jackpot.