



City of North Sioux City
504 River Drive
North Sioux City, SD 57049
Phone (605)-659-5973
Fax (605)-659-0506

North Sioux City Job Description

Job Title	Public Works Operator
Department	Streets, Water, Sewer
Supervisor	City Superintendent

PURPOSE OF POSITION

Under the supervision of the City Superintendent the Public Works Operator has the responsibility to help maintain all streets and roads, all sewer lines and sewer infrastructure, and all water lines and water infrastructure. Infrastructure includes, but is not limited to, sewage lagoon, sewage lift stations, stormwater gates to Big Sioux River, water plants, water storage facilities, wells, and fire hydrants. The Public Works Department is also responsible for maintaining the parks system, city buildings, and collecting water and sewer samples throughout the City of North Sioux City.

ESSENTIAL DUTIES OF POSITION

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be assigned as needed. This position is designed for 40 hours per week and would require the person hired to work during scheduled weekends due to on-call responsibilities

WATER RESPONSIBILITIES

- Inspect and backwash the water plant facilities, as well as do all water testing and record keeping on a daily basis and send samples required to SDDENR for compliance purposes
- Read meters and perform repairs on all equipment needed to maintain proper billing of water and sewer charges
- Assist in maintaining proper inventory of repair parts and tools
- Turn of water services as directed by supervisor or City Hall staff
- Locate and repair leaks in infrastructure owned by City
- Maintain, test, repair, and replace fire hydrants, valves, meters, and water lines when needed

SEWER RESPONSIBILITIES

- Do daily inspections of all lift stations and lagoon area to make sure all equipment is working properly and paperwork is completed for compliance purposes
- Maintain and repair all parts of sewage collection lines, lift stations, manholes, lagoons, and aeration equipment and maintain proper logs.
- Check, record, and repair lift station wells
- Assist in maintaining proper inventory of repair parts and tools
- Locate and repair sewer leaks on sewer lines, lift stations, manholes, and lagoons
- Assist in maintaining storm sewer collection system

STREETS DEPARTMENT



City of North Sioux City
504 River Drive
North Sioux City, SD 57049
Phone (605)-659-5973
Fax (605)-659-0506

- Repair streets, street signs, and traffic signals when needed
- Take care of placement of flags and decorations when needed
- Mow and weed eat all city owned property as needed
- Remove snow from streets and City owned property during snow events

OTHER RESPONSIBILITIES

- Inspect and service all equipment which includes, but is not limited to, plow trucks, pay loader, backhoe, mowers, weed eaters, dump truck, pickups, and any other equipment need to perform the job
- Required to be on-call on a rotating schedule to do weekend well checks and emergency work when needed
- Maintain and perform regular maintenance on City infrastructure and equipment
- Work independently when needed
- Establish and maintain effective working relationships with fellow employees and residents
- Ability to use heavy duty equipment to excavate near sensitive equipment or in confined spaces
- Keep work area and work equipment clean and ready for use

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PREFORM ESSENTIAL FUNCTIONS

Graduation from standard high school or GED equivalent preferably course work in mechanics or shop and some prior work experience in repair and maintenance of machinery and/or experience in customer service work, or any combination of experience and training which provides the required knowledge skills and abilities.

MINIMUM PHYSICAL AND MENTAL ABILITIES REQUIRED TO PREFORM ESSENTIAL JOB FUNCTIONS

Physical requirements

The physical demands described here are representative of those that must be met by an employee to successfully preform 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 employee is regularly required to walk. The employee is frequently required to use hands, so proper coordination is imperative. The employee must be able to talk in loud, confined, or difficult spaces/situations. The employee is occasionally required to stand, sit, climb or balance, stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

Cognitive Demands Skills and Abilities

Working knowledge of methods, materials, tools and equipment used in water plants, sewer facilities, and street facilities and their production and maintenance. These include all paper report to track issues



City of North Sioux City
504 River Drive
North Sioux City, SD 57049
Phone (605)-659-5973
Fax (605)-659-0506

which will include math problems, chemical testing, and the use of chemicals. Working knowledge of all distribution network for city infrastructure

Language Abilities and Interpersonal Communication

Requires effective communication skills and ability to provide assistance to co-workers and residents. Requires the ability to read and speak in English, apply common sense understanding to the work process and procedures, follow verbal and written instructions and to interpret, and explain and apply rules and regulations in a fair and consistent manner.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of the job, the employee is regularly exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, moving mechanical parts, high, precarious places, fumes or airborne particles, toxic or caustic chemicals, extreme heat, and risk of electrical shock. The noise level in the work environment is usually moderate.

Special Requirements

Requires a valid Motor Vehicle Operators License issued by State of South Dakota. The employee must have, or have the ability to obtain, proper licenses for sewer and water certifications through the State of South Dakota.

HOW TO APPLY

Please fill out an official City of North Sioux City employment application that can be found either online at northsiouxcity-sd.gov or at City Hall. Applications are due by August 11, 2017. Applications can be returned to City Hall or emailed to ted.cherry@northsiouxcity-sd.gov