



Job Posting

07/17/2018

IMMEDIATE OPENING

**The City of Bells has a full-time position for a
Utility Maintenance Worker in Public Works.**

PRIMARY DUTY: Under supervision, performs basic unskilled labor tasks in support of the repair and maintenance of water distribution and wastewater collection facilities, equipment and infrastructure for the City of Bells.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the American with Disabilities Act, may include any of the following representative duties, knowledge and skills. Factors such as regular attendance at the job are not routinely listed in job descriptions but are an essential function. Essential duties and responsibilities may include, but are not limited to, the following:

- Performs general labor work and uses basic tools, vehicles and equipment to assist in the maintenance and repair of W/WW facilities, equipment and infrastructure; follows safety precautions in all work performed; reports problems and emergency situations; performs duties within scope of authority and training; duties may vary depending on job assignment and individual skills.
- Supports the relationship between the City of Bells and the general public by demonstrating courteous and cooperative behavior when interaction with citizens, visitors and City staff; maintains confidentiality of work-related issues and City information; performs other duties as required or assigned.
- Driving is essential.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED equivalent is required.
- A valid Texas Class C Driver's License.

PHYSICAL REQUIREMENTS OF THIS POSITION:

- Heavy work. Exerting in excess of 75 pounds of force occasionally and/or in excess of 50 pounds of force frequently and/or in excess of 20 pounds of force constantly to move objects.
- Must be capable of performing in confined space.

THE CONDITIONS THE WORKER WILL BE SUBJECT TO IN THIS POSITION:

- The work is performed primarily within outside environmental conditions;
- The worker is subject to both environmental conditions. Activities occur inside and outside with temperatures that may be below 32 degrees or above 100 degrees for periods of more than one hour. Consideration should be given to the effect of other environmental conditions, such as wind and humidity.
- The worker is subject to exposure to hazardous traffic conditions
- The worker is subject to noise. There is sufficient noise to cause the worker to shout in order to be heard above ambient noise level.
- The worker is subject to hazards including a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and exposure to high heat or exposure to chemicals.

This job description is not intended to be construed as an exhaustive list of responsibilities, duties and skills required. City management has exclusive rights to alter this job description at any time without notice. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.

This document does not create an employment contract, implied or otherwise, other than an 'at-will' relationship.

The City of Bells offers a benefit package including, health, dental, vision, life insurance and retirement along with PTO to its employees. Pre-employment background check and drug screen required.

The City of Bells is an Equal Opportunity Employer and encourages applications from eligible and qualified persons regardless of race, gender, color, religion, national origin, age, disability, sexual orientation, or gender identity.

You may obtain application from the City of Bells website: cityofbells.org

Please send application and resumes to: cityadmin@cityofbells.org or drop off at:
City Hall at 203 S. Broadway. Bells, Texas.

**The City of Bells is an Equal Employment Opportunity Employer.
"We respect and value our employees".**