



Seasonal Water/Sewer Maintenance Worker

POSITION SUMMARY

Under the supervision of the Water/Sewer Maintenance Superintendent. Performs variety of maintenance tasks, including cleanup, repair and outside grounds maintenance of equipment and facilities.

RELEVANT DETAILS

Temporary/Seasonal, Monday thru Friday, 7:00 a.m. to 3:00 p.m. \$15-\$18 per hour based on qualifications.

APPLICATION PROCESS

Please Submit a completed application to the City of Traverse City Human Resource Office, 400 Boardman Avenue, Traverse City, MI 49684 or via email to jobs@traverscitymi.gov Position will remain open until filled.

Application link: [Application](#)

Application QR code:



ESSENTIAL JOB FUNCTIONS:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Scrape and paint fire hydrants.
2. May assist with water tap installations.
3. Assists with televising, assist valve turning, opening valve boxes and turning valves on or off using valve key.
4. Assist Service Technician with meter/remote installations, wiring, using a hammer drill, wire cutters, screw driver, pipe wrench, valve box wrench, water key valve.
5. Make maps from measurements taken from footprint of dwelling to water shutoff box.
6. May assist in setting up barricading lights, light arrow, barrels, cones, etc.
7. Clean up of excavated sites, black dirt, mulch, apply seed, etc.
8. Winterizing fire hydrants, staking or pulling stakes in spring.
9. Perform building and grounds maintenance.
10. Loading and unloading meters, parts, supplies, etc.
11. Perform janitorial duties.
12. Clean, wash and restock trucks.
13. Perform other duties as assigned by Water/Sewer Maintenance Superintendent.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES & MINIMUM QUALIFICATIONS

1. Must be at least 18 years of age; possess & maintain a valid driver's license.
2. Construction experience is preferred.
3. Skill in the use of office equipment and technology, including computers and related software.
4. Ability to read, write, speak and understand the English language.
5. Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when interacting with residents, elected officials and other employees.
6. Ability to operate tap machines, air hammers, #2 shovels, and other work-related hand tools.