



Job Announcement

November 29, 2018

The City of Live Oak is currently accepting applications for the position described below.

The City of Live Oak is an Equal Opportunity/Affirmative Action employer.

Job Title:

Equipment Operator – Utilities

Brief Description:

The purpose of this position is to maintain City facilities, properties, and grounds. This is accomplished by preserving lawns and ditches, removing debris and trash, sealing holes and cracks in City streets, performing minor plumbing and carpentry repairs, maintaining the irrigation systems of the sports fields, and repairing and replacing road signs and poles. Provides safe water for the community by cleaning, maintaining, and repairing sewer lines, well sites, and the water distribution system; Other duties include performing janitorial duties, spraying pesticides and herbicides, and assisting with special events as needed.

Essential Functions:

Maintains City grounds and outdoor facilities by inspecting areas for potential hazards; mowing fields, ditches, right-of-ways, and areas surrounding buildings; trimming bushes and trees with chain and pole saws; removing trash and debris from ditches and sides of the road; spraying herbicide near trees and roadways; using a stump grinder to remove dead trees; eliminating graffiti through the use of a power washer; repairing water leaks; performing minor electrical and carpentry repairs; applying fertilizer to sports fields; marking walking trails; leveling uneven land; hauling gravel; and operating the small dump truck or heavy equipment as needed to clear and tow materials to and from facilities.

Preserves roadways by sealing connecting City streets with sealant; repairing and filling in pot holes; running the roller and small tamper to mend road patches; preparing and filling cracks; removing damaged signs and poles; mixing concrete for the installment of old poles with new poles; replacing faded street name and stop signs; touching up stop bars on streets; mending and installing guard rail posts; and operating the small vacuum machine to remove debris from parking lots and curbs; repair water leaks on the distribution system, clean, video, and repair sewer lines; maintain well sites; maintain and repair chlorine injection systems; maintain and repair pump motors; repair and replace water meters, fire hydrants, angle stops, valves, and manholes; and reading and recording residential and commercial water meters.

** This job description does not take into account potential reasonable accommodations for the purpose of compliance with the Americans with Disabilities Act (ADA).*

Performs swimming pool maintenance by running chemical tests on pool water; monitoring pump controls and operation; repairing water leaks; replacing pipes as needed; inspecting pool equipment for damage; vacuuming the pool regularly; performing minor electrical repairs; fixing water pool lights; and cleaning restrooms

Keeps City facilities clean and orderly by sweeping and mopping floors; waxing floors; sanitizing toilets and urinals; wiping down counters and mirrors; removing markings and graffiti from walls; removing trash and replacing cans with new liners; disinfecting toilets and urinals; restocking paper products; and moving cabinets and shelves as directed.

Required Experience and Training:

Level of knowledge equivalent to four years of high school or equivalency. Under and including one year experience required knowledge, skills, and abilities.

Required Certificates and Licenses:

Valid Class B Driver's License, Water Treatment Class D (within one year) and Class C (within two years), Wastewater Collection I License (within one year). Equipment Operator I Certification.

Starting Salary:

\$27,609.60 - Annually Step increase after successful six month probation.

Benefits:

Health, Dental (DHMO Plan) and Basic Life, LTD & AD&D paid at 100% for employee along with 45% dependent coverage. Voluntary plans Vision, Additional Life/AD&D, STD and FSA. Retirement Plan - Texas Municipal Retirement System (TMRS) The City matches two to one. An employee becomes vested with the City at five years unless eligible for prior year service credit.

Closing Date:

Until filled

Applications and additional information can be found on the city's web site:

<http://www.liveoaktx.net/departments/human-resources/current-job-opportunities>

Applications will be accepted by fax at 210-653-0015, can be emailed to hr@liveoaktx.net; mail applications to the address listed below on the official application form. Office hours are between the hours of 8:00 a.m. and 5:00 p.m. Applications and additional information is available at * www.liveoaktx.net/departments/human-resources/current-job-opportunities *or by contacting: *City of Live Oak Human Resources* * 8001 Shin Oak Drive * Live Oak, TX 78233 * 210-653-9140*

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