

Public Works Equipment Operator/Maintenance Worker

The City of Saugatuck is seeking a dependable, motivated, and skilled individual to join our Department of Public Works team as a Public Works Equipment Operator/Maintenance Worker. This is a hands-on position that requires the ability to operate a variety of equipment, perform physically demanding work, work independently and as part of a team, and interact professionally with City staff, residents, visitors, contractors, and the general public.

The Public Works Equipment Operator/Maintenance Worker participates in a full range of municipal construction, maintenance, and repair activities. Responsibilities include streets, curbs, sidewalks, traffic control and signage, parking lots, parks, buildings, grounds, recreational facilities, forestry activities, brush and leaf collection, water and sewer systems, special events, seasonal activities, and maintenance of the City's vehicles and equipment.

The position reports to the Public Works Superintendent.

Compensation and Benefits

- **Salary:** \$43,301- \$56,498
- **Health Benefits:** Employer-paid health insurance premiums
- **Dental & Vision:** Reimbursement Plan
- **Pension & Defined Contribution Plan:** MERS Hybrid Pension/DC Plan with a 1.5% multiplier and 6% DC contribution
- **457 Plan:** Optional with employer match up to 4%
- **Paid Time Off:** 4 weeks, increasing to 5 weeks after 1 year
- **Paid Holidays:** 13 Days

Essential Duties and Responsibilities

Equipment Operation & Public Works

- Operates light and heavy equipment and vehicles including pickup trucks, dump trucks, backhoes, loaders, sweepers, plows, salt spreaders, graders, mowers, trimmers, chippers, and related equipment.
- Performs construction, maintenance, and repair activities associated with municipal infrastructure.
- Uses a variety of hand and power tools safely and effectively.
- Performs moderate to heavy physical labor as required.
- Performs street, curb, sidewalk, and parking lot maintenance and repair.
- Assists with patching, pavement marking, painting/stripping, street sweeping, snow plowing, salting, brush and leaf collection, and related activities.
- Installs, maintains, and removes traffic control devices, signs, and barricades.

- Assists with tree trimming, brush removal, chipping, and other forestry-related activities.
- Collects trash and litter throughout City parks and public areas.
- Performs general maintenance and custodial activities at City buildings and facilities.
- Cleans public restrooms and collects trash at public locations.
- Performs basic plumbing, electrical, carpentry, painting, and other general maintenance tasks.
- Opens and winterizes public restrooms and other seasonal facilities.
- Assists with setup and takedown of facilities, equipment, and furnishings for meetings, programs, and special events.
- Assists with maintenance of City recreational facilities, including beaches, boat launch facilities, walkways, steps, fencing, and related structures.
- Assists with beach grooming, trash and litter collection, and other seasonal maintenance activities.
- Assists with storm drain cleaning, maintenance, and repair.
- Performs basic preventive maintenance and repairs on City vehicles and equipment.
- Performs oil changes, greasing and lubrication and other routine maintenance.
- Assists with City events and seasonal activities, including event setup and teardown, decorations, traffic control, signage, banners, and related activities.
- Responds to public works emergencies, including those occurring outside normal business hours.
- Performs other duties as assigned.

Minimum Qualifications

- High School diploma or equivalent.
- Valid Michigan Commercial Driver's License (CDL) with Class B and Air Brakes endorsement, or ability to obtain within three months of hire.
- Satisfactory driving record and ability to maintain a satisfactory driving record throughout employment.
- Previous construction, equipment operation, municipal Public Works, parks, landscaping, building maintenance, or related experience preferred.
- Knowledge of materials, equipment, tools, and safety procedures associated with Public Works, construction, maintenance, and repair.
- Ability to safely operate and perform routine maintenance on light and heavy equipment.
- Ability to understand and follow written and verbal instructions.
- Ability to work independently and effectively as part of a team.
- Ability to manage multiple priorities and complete work within established deadlines.

- Ability to communicate effectively and professionally with coworkers, supervisors, contractors, vendors, and the general public.
- Ability to respond to public works emergencies outside normal business hours.

Physical Requirements & Work Environment

This is primarily a field-based position requiring physical labor and work in a variety of outdoor and indoor environments.

The employee may work on uneven or difficult terrain and may be required to climb, bend, stoop, kneel, crawl, access confined areas, and perform other physically demanding activities. The position requires the ability to lift and carry materials and equipment and perform sustained physical labor.

Work may involve exposure to extreme temperatures, rain, snow, dust, fumes, chemicals, loud machinery, traffic, construction sites, and other hazards associated with public works operations.

The employee must have the physical strength, stamina, coordination, vision, and manual dexterity necessary to safely perform the essential functions of the position and operate vehicles, machinery, and equipment.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

Send Cover Letter, Resume, and 3 professional references to:

Mark Ondersma- Public Works Superintendent
mondersma@saugatuckcity.com

The City of Saugatuck is a proud Equal Opportunity Employer.