

Title: Public Works Repairer

Issue Date: 12/22/2017

Closing Date: 1/17/2018

Jurisdiction: Keyport

Salary: \$35,000 to \$55,000

Number of Positions: 1

Workweek: 40 Hours per week

**OPEN TO: Residents of the Borough of Keyport**

**DEFINITION:** Under direction, performs routine work involved in the construction, maintenance, and repair of street, sewer, water, sanitation, and other public facilities and may be required to operate, check, service, and make minor repairs to trucks and other maintenance/construction equipment; does other related duties as required.

**NOTE:** The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

**EXAMPLES OF WORK:**

- Installs, maintains, and repairs water mains, pipes, valves, pumps, hydrants, and other water service equipment.
- Removes water meters from consumers' premises.
- Dismantles, assembles, and installs water meters.
- Takes meter readings.
- Maintains and makes repairs to streets, roads, and sewers
- Performs work involved in sweeping streets and shoveling accumulations into containers and onto trucks.
- Loads, unloads, and applies sand and street repair materials.
- Cuts brush and mows grass.
- Does cold patching of damaged streets and roads.
- Installs, paints, and maintains road and street signs.
- Operates, checks, services, and makes minor repairs to trucks, tractors, road graders, compressors, ground hogs, grass cutters, and other street and road equipment.
- Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

**REQUIREMENTS:**

**EXPERIENCE:**

One (1) year of experience in the construction, maintenance, and/or repair of streets, sewer, water, sanitation, or other public works facilities or similar heavy construction work.

**LICENSE:**

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

Appointees may be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicle being operated.

**NOTE:** The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.

**KNOWLEDGE AND ABILITIES:**

Ability to understand, remember, and carry out oral/written directions.

Ability to learn quickly from oral/written directions and from demonstrations.

Ability to work harmoniously with others.

Ability to work for long periods in emergency situations and remain on the job until all repairs have been made.

Ability to operate and skillfully use tools/equipment.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

**Please return applications to  
Borough of Keyport 70 West Front Street  
Keyport NJ 07735  
Att: D. Nellis**