

Population: 7,507

**VILLAGE OF MUKWONAGO, WISCONSIN
Position Description**

Title: Public Works Relief Snow Plow Operator
Department: Public Works
Reports to: Public Works Supervisor/Coordinator

Status: Part-Time Wage, NR
Revision Date: December 8, 2014
Adoption Date: December 16, 2014

I. MISSION. The mission of the Part Time Public Works Crewperson is to serve the residents of the Village of Mukwonago.

II. PRIMARY FUNCTION. The Part Time Public Works Relief Snow Plow Operator is responsible for assisting the Public Works Department in snow and ice removal.

III. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. GENERAL DUTIES

1. Perform snow and ice removal control including plowing the snow, sanding the ice and removing the snow from the streets and Village-owned walkways.

IV. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. High school diploma or GED.
- B. Valid Wisconsin driver’s license.
- C. Valid Wisconsin Class B Commercial driver’s license with air-brake endorsement.
- D. Experience plowing snow with a Pickup truck.
- E. Experience operating motorized equipment used in snow removal operations.
- F. Ability to work nights, weekends and holidays for snow removal maintenance.

V. ESSENTIAL SKILLS OF THE JOB.

<u>Essential Skills</u>	<u>Qualifications</u>
Communication Skills	Speech, hearing and grammatical, facilitative and teamwork skills. Ability to maintain good public relations.
Cognitive Skills	Multiple processing skills for problem solving. Detail-oriented.
Physical Skills	This job is physical. It requires heavy lifting, twisting, standing, stooping, and crawling.

VI. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed both inside and outside, where extreme weather conditions may be experienced. Contact with staff, other Village employees, public and governmental agencies are required.

VII. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Requires normal vision range and absence of color blindness.
- B. Requires eye/hand coordination and manual dexterity.
- C. Requires lifting up to 50 pounds.
- D. Frequent bending, stooping and walking.
- E. Requires walking, as related to water meter reading, and other duties.
- F. Requires indoor/outdoor job duties and responsibilities.
- G. Requires confined space entry.

VIII. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Implement the policy directives of the Village Board and Committees.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee signature

Date