

POSITION DESCRIPTION CITY OF ROCK FALLS

POSITION: Operator/Maintenance

REPORTS TO: Assistant Street Superintendent

LIGHT DUTY AVAILABLE: Not available.

PRIMARY RESPONSIBILITIES

- Works at direction of Assistant Street Superintendent to perform required cleaning, repair, and maintenance of the streets, sidewalks, alleys, and rights-of-way within the City.
- Perform outdoor and indoor work with hand tools.
- Carry out minor repairs on street equipment and City owned facilities.
- Diagnose and repair department equipment and vehicles.
- Assist with unexpected city-wide emergency situations.
- Perform hand digging, some construction work and pouring of concrete from time to time.
- Operate heavy equipment.
- Plow Snow on City Streets, Alleys and parking lots.
- Worked overtime during snow plowing season.
- Grounds work at City Facilities.
- All other duties as assigned

QUALIFICATIONS:

- Possess a high school diploma or equivalent.
- Posses a current valid Illinois drivers license.
- Posses a current valid CDL license Class B.
- Be able to use a variety of hand and power tools
- Be able to run heavy equipment.
- Respond to emergency call outs within thirty (30) minutes.
- Be able to lift fifty (50) pounds above the waist
- Be able to work in a variety of climates for long periods of time
- Be able to work in confined spaces
- Be able to descend and ascend a thirty-foot ladder
- Be able to operate a 35' bucket truck

KNOWLEDGE OF:

- Hand and power tools.
- Basic electricity
- Heavy machinery
- Pumps, motors Etc.

ABILITY TO:

- To use a variety of hand and power tools

City of Rock Falls

603 W. 10th Street
Rock Falls, IL 61071-2854

Mayor
Rod Kleckler
815-380-5333

City Administrator
Robbin D. Blackert
815-564-1366



City Clerk
Pam Martinez
815-622-1104

City Treasurer
Kay Abner
815-622-1100

BENEFIT PACKAGE

1. **Employment Wage (first 6 months) \$23.94– 6 months' probation**
2. **Health & Dental Coverages Available after 90 Days of Employment**
 - Employee Only Coverage
 - Employee & Spouse
 - Employee & Child (up to 26 years old)
 - Family Coverage
 - a. **Blue Cross/Blue Shield of Illinois Health Insurance**
 - 80% of Premium paid by City
 - 20% of Premium paid by Employee
 - b. **Met Life Dental Insurance**
 - 80% of Premium paid by City
 - 20% of Premium paid by Employee

(Only available for spouse if they do not have insurance available through their employer)
3. **Illinois Municipal Retirement Fund (IMRF)**
 - Tier 2 Plan
 - Vested after 10 years of service
 - IMRF Tier 2 Plan can be viewed at www.imrf.org
4. **One week after first year of service – Two weeks after two years**
5. **11 Sick Days per calendar year – 1 per month earned for each month up to 11 months of year**
6. **Holiday Pay: Eleven paid holidays per year:**

New Year's Day	Labor Day
Presidents Day	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Friday after Thanksgiving
Juneteenth	Christmas Eve
July 4 th	Christmas Day
7. **Bereavement Pay & Personal Days: Two Personal Days per calendar year - increased after 7 years of service**
8. **Clothing Allowance**