

**City of Mason**  
**Employment Opportunity**  
**For**  
**Service Technician**

|                       |                           |                        |                           |
|-----------------------|---------------------------|------------------------|---------------------------|
| <b>Hiring Range:</b>  | <b>\$25.00 to \$30.00</b> | <b>Classification:</b> | <b>Classified</b>         |
| <b>Reports To:</b>    | <b>Manager/Supervisor</b> | <b>FLSA:</b>           | <b>Non-Exempt</b>         |
| <b>Posted:</b>        | <b>August 9, 2024</b>     | <b>Department:</b>     | <b>Service Department</b> |
| <b>Working Hours:</b> | <b>40 Hours Full Time</b> | <b>Status:</b>         | <b>Full-Time</b>          |

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**General Statement of Duties and Distinguishing Features of Class**

This work calls for the use of advanced maintenance skills acquired by experience or on-the-job instruction. Position requires more than usual physical strength and endurance. A Service Technician will work under the supervision of a Service Coordinator or a Manager/Supervisor who issues oral or written work orders and inspects work. Service Technician is required to be able to complete tasks with limited supervision while working independently or with other workers. Employee is proficient at responsibilities of Service Worker and able to train others on those responsibilities. Employees are required to be available for work after hours, weekends, and holidays when needed.

This is a public service job based in trust, credibility, and competency. It is a critical requirement of this position that the incumbent displays the desire and ability to perform and behave (on duty, as well as off duty) in a manner that does not damage or endanger the loss of trust with the public, co-workers, and other public safety forces. Candidate must meet the following qualifications and requirements at time of appointment.

**Examples of Work (Illustrative Only)**

- Performs manual labor of more than ordinary difficulty; this will include work needed for the City's streets, properties, facilities and other areas as assigned;
- Ability to work independently or individually depending on work assignment;
- Ability to operate a wide variety of vehicles (large and small) in a safe manner;
- Lifts, carries and operates materials, tools, and supplies to perform assignments;
- Operates power tools, hand tools and variety equipment in a safe manner;
- Actively participate in snow and ice removal operations including load and unload salt;
- Assist with Leaf pickup duties to include ranking and using the vacuum truck;
- Ability to perform landscaping needs and operate mowers, trimmers and other equipment;
- Performs fire extinguisher or City siren inspection and testing;
- Install accessory equipment on vehicles as assigned, example: brush boxes, plows etc.;
- Fells trees, drags and loads brush into a brush chipper or onto truck;
- May be trained to operate front-end loaders, bucket truck, backhoe, street sweeper, vac. truck trailers, rollers, light tractors and other applicable equipment;
- Performs vehicle inspections;
- Prepares facilities, sports facilities and parks for events;
- Repairs potholes throughout the City;
- Assist with the City sign installation and replacement;
- Repairs vehicles and equipment as assigned;
- Digs, spreads, and levels dirt, gravel, mulch etc.
- Performs landscaping duties as well as plants or trims trees and when assigned may include pesticide application;
- Hang City banners or Community Garden needs as assigned;
- Interior and exterior painting as assigned;
- Compliance with Standard Operating procedures and Employee Personnel Manual policies;
- Performs other related work as required.

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**Skills, Knowledge, and Abilities:**

- Possess and maintain a valid Driver's License, have a good driving record and be insurable;
- Ability to obtain and retain a valid Ohio CDL (Class A) with tanker endorsement within (6) months of hire and pass ongoing DOT drug testing;
- Maintain Class A license through life of employment;
- Some knowledge of a variety of semiskilled maintenance and manual tasks;
- Ability to read, understand and follow oral and written instructions;
- Ability to perform heavy manual work for an extended period under varying climatic conditions;
- Ability to operate with limited supervision and problem solve;
- Good public and employee relations skills with willingness to train others;
- Good knowledge of the occupational hazards and safety rules and precautions;
- Prefer ability to drive equipment and knowledge of basic construction projects (catch basins, forms, forklift, back hoe, vac. truck, frontend loader and equipment removal / reinstallation);
- Ability to successfully complete confined space training;
- Follows and enforces safety rules and practices to include safety procedures to prevent injury;
- Available for scheduled and emergency overtime;
- Able to work with pager and ability to be on-call and respond accordingly;
- Willingness to develop as the department's needs change (i.e., continuing education);
- High-school diploma or its equivalent.

**Physical Requirements:**

- Excellent physical condition - able to push, pull, stoop and bend, extensive walking and standing, lift objects of 70 lbs. or greater routinely;
- Visual acuity to distinguish from short and long distances;
- Auditory acuity to hear the pager, radio, or communication from fair distances;
- Manual dexterity to operate light to heavy equipment, manipulate small objects;
- Successfully pass an ongoing Dept. of Transportation mandated drug testing program;
- Able to operate effectively in confined space;
- Able to operate effectively in varying weather conditions include extreme heat and cold.

I understand this position is a position at will, and nothing in this job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.