



The CITY OF BURNSVILLE  
Invites applications for the position of:

## (SEASONAL) FLEET MAINTANENCE

An Equal Opportunity Employer

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**OPENING DATE:** 06/29/2020

**CLOSING DATE:** 07/10/2020

**STARTING SALARY:** \$13.91/hr.-\$14.42/hr. DOQ

**SALARY RANGE:** \$13.91/hr. - \$15.45/hr.

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**DESCRIPTION:** The seasonal Fleet maintenance worker, under the supervision of the Fleet Department Superintendent and Crew Leader, will perform skilled work in the maintenance and repair of city vehicles and maintenance facility. The employee in this position shall clean and organize the vehicle, the maintenance repair bays, seal floors, change tires, help mechanics as needed, parts running, shovel and blow snow around the maintenance facility and performs similar laborious tasks. This is a temporary/6 month position. Hours are Monday-Friday 7:00 a.m. – 3:30 p.m.

### **ESSENTIAL JOB FUNCTIONS:**

**Ability to perform any of the following tasks:**

- Operate small and medium trucks with a trailer.
- Operate some small motorized equipment, including floor sweepers, snow blowers, floor scrubbers, and tire changer.
- Work with fulltime Mechanics as an assistant performing vehicle and building maintenance.
- Ability to perform heavy physical work, lift and carry heavy awkward objects.
- Ability to stock parts and organize parts room.
- Ability to clean vehicles and equipment with pressure washer.
- Use small hand tools and power tools such as shovel, broom, or circular saw.
- Ability to empty trash cans.
- Other duties as assigned.
- Variety of hand tools including shovels, broom, squeegee and rakes.
- Variety of power tools including: air impacts, drills, grinders.

### **MINIMUM QUALIFICATIONS:**

- Ability to perform all the essential position functions
- Must possess a valid Driver's License
- Must be 18 years of age by first date of employment
- Must be able to communicate effectively with the public and co-workers
- Must be neatly groomed and willing to wear and maintain city issued clothing
- Must be able to physically perform the job duties and be willing to work in a variety of weather conditions
- Ability to move/lift up to 70 lbs.

## **DESIRED QUALIFICATIONS:**

- Previous experience in facility and/or vehicle maintenance and repair
- Knowledge of general operations for maintenance and repair of buildings and vehicle
- Basic Computer skills

## **EXAMINATION:**

- Training and Experience Rating
- Oral Interview
- Other testing as appropriate
- Final candidate must successfully pass a FBI background check

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### **APPLICATIONS MAY BE FILED ONLINE AT:**

[www.burnsvillemn.gov/jobs](http://www.burnsvillemn.gov/jobs)

OUR OFFICE IS LOCATED AT:  
100 Civic Center Parkway  
Burnsville, MN 55337  
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