City of Raytown
10000 East 59th Street
Raytown, MO 64133-3993
Phone: 816-737-6078 Fax: 816-737-6097

Position Announcement

Maintenance Worker I

Department:	Public Works	Posted:	October 12, 2026
Grade/Status:		Salary:	$20.55

Job Description: To perform various semi-skilled and unskilled maintenance activities related to public works infrastructure, and to perform a variety of manual tasks relative to assigned areas of responsibility.

Required Knowledge, Skills, and Abilities:

Essential Functions:

1. Regular and predictable attendance as agreed upon with supervisor. Maintain a positive work atmosphere by acting and communicating in ways that foster good relationships with customers, coworkers, and managers.

2. Perform various tasks related to the maintenance and repair of city streets, including mowing rights-of-way, fixing potholes, trimming trees, and cleaning ditches; perform various tasks related to the repair and maintenance of sewer lines, including cleaning sewer lines and digging up and replacing sewer mains.

3. Operate various light equipment, including mowers, tillers, pickup trucks, chain saws, and other equipment as needed.

4. Assist with the cleaning out of clogged sewer lines; operate snowplow during wintertime; trim trees and haul brush to be mulched.

5. Perform street cuts and clean driveway ditches and storm drains; raise maintenance holes.

6. Adhere to safe work practices and procedures.

City of Raytown
10000 East 59th Street
Raytown, MO 64133-3993
Phone: 816-737-6078 Fax: 816-737-6097

Marginal Functions:

1. Respond to public inquiries courteously; provide information within the area of assignment; resolve complaints in an efficient and timely manner.

2. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Operations, services, and activities of a public works maintenance program.

Methods and techniques of maintenance equipment operation.

Pertinent Federal, State, and local laws, codes, and regulations.

Basic principles and procedures of record keeping.
Operations, services, and activities of the city.

English usage, spelling, grammar, and punctuation.
Operational characteristics of various maintenance equipment and tools.

Occupational hazards and standard safety practices.

Ability to:

Must have a CDL or be able to attain it within 6 months of employment.

Operate a variety of maintenance equipment safely and effectively.

Perform heavy manual labor.
Interpret and apply Federal, State, and local policies, laws, and regulations.
Understand and follow oral and written instructions.
Communicate clearly and concisely, both orally and in writing.

City of Raytown
10000 East 59th Street
Raytown, MO 64133-3993
Phone: 816-737-6078 Fax: 816-737-6097

Establish and maintain effective working relationships with those contacted in the course of work.
Maintain mental capacity which permits:

- making sound decisions and using good judgment answering questions

- Maintain effective audio-visual discrimination and perception needed for:
  - making observations
  - communicating with others
  - recognizing and responding to questions
  - speaking in a clear, audible voice
  - operating assigned equipment

- Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:
  - walking, standing, or sitting for extended periods of time
  - lifting or carrying moderate to heavy objects
  - operating assigned equipment.

Experience and Training Guidelines
Any combination of experience and training that is likely to provide the required knowledge and abilities qualifies. A typical way to obtain knowledge and abilities would be:

One year of general maintenance experience.

Must have a CDL or be able to attain it within 6 months of employment.

Equivalent to the completion of the 12th grade.

WORKING CONDITIONS

Environmental Conditions:
Field environment, travel from site to site; exposure to inclement weather conditions; noise, dust, grease, smoke, fumes, gases; potentially hazardous equipment.

City of Raytown
10000 East 59th Street
Raytown, MO 64133-3993
Phone: 816-737-6078 Fax: 816-737-6097

Physical Conditions:
Essential and marginal functions may require maintaining the physical condition necessary for sitting, standing, bending, stooping, pulling, pushing, or walking for prolonged periods; general manual dexterity; and the ability to operate motorized equipment and vehicles.

Special Requirements:	Ability to pass a drug screen. Possess the physical fitness level needed to perform essential functions—at least 17 years of age.
	Sensory Requirements: Tasks require sound, depth, texture, visual, and oral perception and discrimination.
Application Process:	Complete employment application. Can be obtained from and should be returned to: Raytown City Hall, 10000 E 59th St, Raytown, MO 64133, ATTN: HR.
Closing Date:	Open until filled

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodation(s), if needed, may be made to empower individuals with disabilities to perform the essential functions of the position without posing a direct threat to the health or safety of the employee or others in the workplace.