



City of Galena
PO Box 149 - Galena, Alaska 99741-0149
(907) 656-1301 -- (907) 656-1769 Fax

POSITION DESCRIPTION

The Galena Public Works Department is currently accepting applications for maintenance worker/driver. Applicants will start at \$22.16 per hour (2080 hours a year, including paid holidays whether worked or not). Employee will receive all Health & Life insurance benefits and PERS retirement.

Title: Public Works Maintenance Worker/Driver

Reports to: City Manager

General Position Description:

A Public Work Maintenance worker performs manual labor and operates tools to repair, construct, and maintain public infrastructure such as streets, water lines, and buildings. Work hours are 8AM-5PM with one hour for lunch, or as directed. Position will be doing water deliveries, sewer haulage and other duties as directed

Specific Duties and Responsibilities:

- Deliver water and collect sewer as directed
- Haul dumpsters to landfill as directed
- Assist utility customers with problems and concerns
- Drive/Operate City vehicles and equipment as directed
- Assist with building and facilities maintenance and repair as directed
- Be available for On-Call assignments on weekends or holidays as directed

Qualifications:

- High School Graduate or Equivalent
- Must hold a current Alaska Driver's License
- Must demonstrate a working knowledge of safety equipment and precautions that are required

Characteristics:

Must interface with customers daily, maintain a friendly attitude to customers, city employees and community members, able to comply with city ordinances and state statutes and is able to work independently.

These are the typical job duties; other duties may be assigned as needed or required.

*Out-of-town applicants are encouraged to apply.

CLOSING DATE: Monday September 21, 2026 @ 4:00PM