

MAINTENANCE WORKER

DEFINITION

This classification performs a variety of routine, heavy labor and semi-skilled tasks in the maintenance and repair of public works facilities, City parks, and City buildings.

SUPERVISION EXERCISED AND RECEIVED

Receives direct supervision from Senior Maintenance Workers, and indirect supervision from a Public Works Supervisor.

ESSENTIAL AND IMPORTANT DUTIES

- Perform daily safety checks and routine maintenance of equipment to ensure it is safe for use.
- Use proper techniques for operation of equipment and tools in a safe manner, according to accepted City procedures.
- Operate maintenance equipment and tools such as trucks, power tools, sewer rodder, hydraulic jet rodder/vacuum truck, loader backhoe, compressor, boom truck, CCTV truck, pneumatic and electro-mechanical controls, and related equipment and tools for a variety of construction and maintenance operations.
- Perform on-call duties and work in emergency situations as required.
- Install, repair and modify pump station machinery and controls.
- Check pump stations for proper operation; troubleshoot and remedy malfunctions and stoppages.
- Read and interpret maps of underground sewer and drainage systems.
- Paint traffic markings on streets, crosswalks, parking lots, and curbs; operate airless line striping equipment.
- Manufacture and install traffic signs and remove signs no longer required.
- Design and manufacture special signs for municipal facilities.
- Install and remove traffic barricades and cones as required.
- Repair surface failures, utility cuts, chuckholes and seals cracks in asphalt pavements properly and competently.
- Break out and replace concrete sidewalks and gutters using a concrete saw, pavement breaker, wooden forms, and hand tools to finish the surface.
- Clean sanitary sewer lines using hand tools, a hydraulic jet rodder/vacuum and mechanical rodder.
- Excavate, remove, and install sanitary sewer pipes utilizing hand tools, power tools such as pneumatic pavement breakers, compaction equipment and loader backhoe.
- Repair storm drains, catch basins and storm drain pipes.
- Drive dump trucks to haul material to and from the job sites.
- Rake leaves, shovel and dig holes.
- Pick up and dispose of trash and debris from parks and roadsides.
- Control the growth of weeds in lawn areas, shrub areas and flower beds using hand tools, spray equipment and weed eaters.
- Trim trees, hedges, and shrubs using appropriate equipment, remove debris.
- Check irrigation sprinkler systems and ensures their proper functioning, by cleaning and adjusting heads and digging up and repairing broken lines.
- Clean City's park buildings by sweeping and mopping floors, carpets, and cleaning restroom facilities. Replaces light bulbs.
- Provide set up of tables and chairs for City functions.

JOB-RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of: proper use and care of hand and power tools, including chain saws, hand shears, jack hammers and spray equipment. Proper operation of vehicles, including light and medium 2-axle dump trucks and 3-axle heavy trucks; proper safety precautions and procedures; sprinkler systems; building maintenance procedures.

Ability to: perform assigned tasks at a productive and efficient pace that complies with City standards for maintenance work; seeks other tasks when current tasks are completed ahead of schedule; travel to and from the job site by the shortest, safest route. Observe safe work practices, using the correct work methods and proper safety equipment for each task. Read, write and speak English in order to communicate effectively with the public, other employees and supervisors; comprehend and accurately follow brief oral instructions; perform heavy and physically demanding work for lengthy, continuous periods of time. Learn, use and retain knowledge of operating hand tools, hydraulic flusher, mechanical rodder, backhoe, compaction roller, digging tools, shovels, rakes, trimmers and power tools. Ability to establish, maintain and foster cooperative working relations with others contacted in the course of work.

Skills to: operate light, medium and complex equipment; safely drive vehicles of all sizes, including 3-axle trucks; accurately maintain simple records, including daily work reports.

EDUCATION AND TRAINING

A typical qualifying background would be one year experience in heavy manual labor with sufficient education, training and experience to satisfactorily perform the duties of this classification.

LICENSES, CERTIFICATES AND REGISTRATION

Possession of a California Class B Commercial driver's license with Tankers and Air Brake endorsements issued by the State Department of Motor Vehicles within six months of employment.

SPECIAL REQUIREMENTS

Ability to perform heavy manual labor including lifting and carrying heavy objects for short distances weighing up to 100-pounds including manhole covers; perform the pulling, pushing, twisting and bending needed for rodding sewer; work outdoors in adverse weather; perform pick and shovel work in digging, widening and backfilling; assist in the cleaning of sewers which includes working in raw sewage.

Ability to stand and walk for considerable periods of time; twist the upper body; perform moderate amounts of crouching, stooping and squatting. Ability to climb ladders and to climb into confined spaces; to work weekends and evenings as necessary, and to establish and maintain cooperative working relationships with those contacted in the course of work.

Sufficient vision, hearing and stamina to perform the above job duties and ability to use proper safety equipment and hearing protection when using noisy and dangerous equipment.