

MAINTENANCE WORKER**DEFINITION**

Under general supervision of a Senior Maintenance Worker or the Public Works Supervisor, performs a variety of semi-skilled work in the construction, modification, maintenance, repair and operation of City infrastructure, including streets, structures, storm and sanitary sewers, street signs and striping, parks, traffic medians and sports fields and other City facilities and landscaped areas; and performs related work as assigned.

CLASS CHARACTERISTICS

This is an experienced class, capable of performing a wide variety of work to ensure that the public facilities, grounds and infrastructure of the City are maintained in a safe and effective working condition. Responsibilities may include performing work in all operational and maintenance areas, depending upon the immediate needs of the City. While incumbents may possess craft or journey-level skills in one or more areas of activity, all are expected to be able to perform basic maintenance and repair in all areas of assignment. This class is distinguished from Senior Maintenance Worker in that the latter has lead responsibility for assigning and directing the work of staff and individually performs the more skilled maintenance work.

EXAMPLES OF DUTIES (Illustrative Only)

- Performs repairs, maintenance and minor construction of streets, including repaving, patching and overlaying, crack sealing of asphalt and backfilling trenches and excavations.
- Excavates and prepares potholes and excavations related to storm and sanitary sewer repair for patching on streets and rights of way.
- Loads cold and hot mix, asphalt and patching oil; applies and finishes as required.
- Uses an airless paint sprayer; mixes, thins and applies paint and stripes streets, crosswalks and stop sign bars; replaces reflective pavement markers and street signs, lays out and installs traffic signs.
- Removes concrete, builds forms and repairs sidewalks and gutters that have been damaged, are trip hazards or need repair; removes and replaces fences, landscaping, brick and concrete and other areas affected by easement work.
- As qualified and assigned, operates and performs basic servicing and preventive maintenance to specialized equipment such as sweepers, trucks, backhoes, loaders and related construction equipment.
- Opens, flushes, patches and installs sewer lines; builds and cleans out manholes, catch basins and other drainage facilities.
- Responds to citizen requests regarding street and/or sewer problems; determines source of sewer stoppage problem; flushes and cleans collection systems; operates jet vacuum equipment and hand and machine rods to clean lines; pumps flooded areas as required.
- Determines the location of underground utilities and marks them accordingly.

When performing the parks/landscape/facilities maintenance assignment:

- Mows, trims, edges, fertilizes, and waters lawns, medians, parks and other landscaped areas; weeds, prunes, mulches, fertilizes, and sprays trees, plants and shrubbery; prepares soil for planting; seeds and resods lawn areas; may plant trees, seedlings and shrubs.
- Installs, repairs and maintains irrigation systems; adjusts, repairs and replaces timing mechanisms.
- Inspects assigned areas; corrects or reports safety hazards; cleans and maintains parks and grounds, athletic fields, the skateboard park, paths, walkways and stairways; picks up trash and litter.
- Mixes and sprays herbicides, fungicides and pesticides in a safe manner.
- Operates and maintains a variety of hand and power landscaping tools and equipment, including hand and power mowers, small tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, brooms and other tools.
- Performs basic remodeling to City facilities; paints the inside and outside of City buildings; removes graffiti and repairs vandalism.

When performing all assignments:

- Reads and interprets plans, specifications, blueprints and schematics.
- Observes safe work methods and uses safety equipment; secures worksites from traffic hazards as necessary.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Responds to emergency situations during off-hours, as required; maintains employee standby availability on a scheduled basis.
- Maintains public facilities, shop areas and other buildings in a clean and orderly condition; performs assigned custodial work.
- Assists with the training and direction of new or temporary staff.
- Maintains basic logs and records of work performed and materials and equipment used.

QUALIFICATIONS

Knowledge of:

- Maintenance principles, practices, tools and materials for maintaining and repairing streets, including traffic signs, street marking, and asphalt and concrete repair.
- Principles, practices, tools and materials for maintaining and repairing storm and sanitary sewer collection systems, including sewer lines, manholes, and sewer cleanouts.
- Methods and techniques of planting, cultivating, pruning and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees.
- Methods and equipment used in weed, pest and insect control and treating plant diseases.
- The operation and minor maintenance of a variety of hand and power tools, vehicles and equipment related to the work.
- Safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Applicable codes and regulations.

- Shop arithmetic.
- Basic painting, plumbing and carpentry methods, tools and techniques.
- Safe driving rules and practices.

Skill in:

- Performing semi-skilled construction, modification, maintenance and repair work on streets, sewer collection systems, facilities and equipment.
- Setting up and operating a traffic area construction zone, including cones, barricades and flagging.
- Locating underground utilities by use in accordance with Underground Service Alert (USA) regulations.
- Maintaining and grooming varied landscaped areas.
- Recognizing common plants, plant diseases and insect pests.
- Troubleshooting maintenance problems and determining materials and supplies required for repair.
- Using and maintaining tools and equipment related to the work skillfully and safely.
- Making accurate arithmetic calculations.
- Reading and interpreting construction drawings and specifications.
- Maintaining accurate logs, records and basic written records of work performed.
- Understanding and following oral and written directions.
- Working independently or in a team situation.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Education and Experience:

Equivalent to graduation from high school and two years of semi-skilled construction, maintenance or repair experience in streets and traffic, underground utilities, parks and landscaped areas, general construction or facilities maintenance, depending upon the area to which assigned.

Licenses and Certificates:

Must possess and maintain a valid California class C driver's license and have a satisfactory driving record. Specific positions may require possession of a valid California class B driver's license.

Working Conditions:

May be available for regular standby assignments and work emergency overtime as required. Must be willing to work out of doors in all weather conditions and with exposure to traffic and potentially hazardous conditions and chemicals.

Physical Demands:

Must possess strength, stamina and mobility to perform heavy physical work, use varied hand and power tools, drive a motor vehicle and heavy construction equipment and lift and move materials and equipment weighing to 90 pounds and heavier weights with the use of proper equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio.