

MAINTENANCE WORKER IDEFINITION

Under immediate supervision, performs heavy routine manual labor involved in a variety of public works construction work, maintenance and repair of city streets, water and sewer system and/or public works projects.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Performs pick and shovel work on a variety of surfaces that may include but not be limited to asphalt, concrete, unpaved streets, walks and parkways; loads and unloads supplies and materials that may include but not be limited to stone, gravel, dirt, asphalt, timber, pipe, debris, construction materials, tools and equipment; digs and backfills ditches and trenches; lifts, moves and carries heavy objects weighing up to 95 pounds; may operate small power equipment; may drive small trucks. Performs other functions as assigned. **Additionally:**

If assigned to the Public Works Maintenance Division, duties may also include street repair and patching duties; tree trimming crew duties such as helping to lower tree limbs, sectioning limbs and loading onto truck. Performs other related duties as assigned.

If assigned to the Water Resources Division, duties may also include but not be limited to: assists in laying pipe; assists in installing water services, sewer main/laterals and cleaning sewer laterals. Performs other related duties as assigned.

DISTINGUISHING FEATURES OF THE CLASS

The duties assigned to this entry-level class frequently involve the performance of heavy manual labor. This is routine work, closely supervised, with employees receiving specific instructions at the beginning of each job. This classification is distinguished from the next higher classifications of Maintenance Worker II and Water Maintenance Worker II by the latter classifications' knowledge of and ability to use specific tools, equipment and materials to perform semi-skilled tasks at a journey-level capacity. Upon successful completion of the probationary work test period, required coursework and training, and meeting the career development proficiency requirements, incumbents may be promoted to Maintenance Worker II or to Water Maintenance Worker II. In order to promote to the classification of Water Maintenance Worker II, incumbents will be required to obtain and retain a valid State of California Department of Health Services Water Distribution Certificate (WDC) – Grade I, in addition to the aforementioned requirements.

RECOMMENDED MINIMUM QUALIFICATIONS

One year of laboring or related experience involving construction, maintenance and repair of streets, sidewalks, water or sewer lines, and trees; or any equivalent combination of education and experience which provides the knowledge, skills and abilities listed below.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: common tools and equipment used in public works construction, maintenance and repair work; basic knowledge of safety precautions and practices in the operation of these common tools and equipment.

Ability to: understand and follow specific oral and written instructions; perform strenuous manual tasks, often for extended periods and under occasionally adverse climatic conditions; operate standard transmission vehicles. Must be willing and able to perform work of a strenuous physical nature, including lifting up and carrying objects weighing up to 90 pounds.

Skill in: the safe use of common tools and equipment used in a variety of public works construction, maintenance and repair work.

SPECIAL REQUIREMENTS

Must possess and retain a valid California Class C Driver's License as a condition of employment. In addition, candidates must obtain a valid California Class B or higher Driver's License in order to successfully complete the probationary work test period, and must retain said license as a condition of continued employment in this classification.

SPECIAL WORKING CONDITIONS

Must be willing and able to work irregular hours, including evenings, weekends and holidays as needed; must be willing and able to respond to after-hours emergency calls. Must be willing and able to work outside in varying weather conditions.

DESIRABLE CHARACTERISTICS

Successful performers are reliable and punctual, and take pride in the appearance and quality of their finished work. These safety-conscious individuals enjoy working outdoors as members of a crew performing physically demanding work. Incumbents enjoy a wide variety of work, as assignments will rotate and hours will vary. In addition, they enjoy public contact, including responding to field inquiries from citizens regarding maintenance projects.

Original class title: Laborer I.

Class title established per Council Resolution No. 58-281,
effective 11/1/58

Title changed to Maintenance Worker I, effective 7/1/81.

Resolution 82-110 confirms title change.

Revised: 12/96; 08/04; 02/07

ADA Approved: 08/04; 02/07