



Job Description – Public Works Maintenance Worker I

Salary Class& Designation: 54J
FLSA Status: Non-Exempt
Employment Status: Classified
Reports to: Public Works Superintendent

Position Summary: Performs a variety of semi-skilled and skilled tasks assisting in the construction, repair, and maintenance of buildings, parks and other public works facilities, construction, repair, installation and maintenance of streets, water/wastewater utility lines, buildings, parks and other public works facilities. Maintain a Class C California driver's license.

Essential Functions: Lifting items of 75 pounds; walking on uneven surfaces; use of power and hand tools; constant bending; frequent climbing; hear oral instructions; speak to other workers; work in confined spaces.

Typical Duties and Responsibilities:

- Read water meters for billing.
- Work in and around raw sewage/wastewater.
- Work in and around underground utilities.
- Manual digging and excavating.
- Maintain parks and park facilities, performing necessary landscaping and grounds keeping work.
- Upkeep and cleaning of all City facilities and restrooms.
- Respond to water and sewer calls on weekends and determine course of action.
- Clear minor sewer blockages and call in help for larger problems.
- Make repairs to and maintains City buildings; perform janitorial work; set up for meetings; move furniture.
- Set up street barricades for special events, clean litter, maintain litter containers and street furniture.
- Assist other maintenance employees in performing repairs/maintenance of streets, water/wastewater pipelines and other facilities.
- Clean clogged storm drain basins.
- Clean and maintain equipment used in the course of work.
- Paint street markings and perform street sign maintenance.
- Traffic control flag person duties.
- Fill out accurate work orders and track parts usage.
- Follow all safety policies of the Public Works Department.
- Performs other related duties as assigned.

Materials, Equipment and Tools: Shovel, rake, jackhammer, vibratory compactor, vibratory plate, trucks, power tools, chain saw, sander, weed eater, paint machine, hammer, wrench, pry-bar, pipe cutter, chain cutter, cement chain saw, sewer rodder truck, man lift use up to 44 feet high, tapping machine, street sweeper, welder and torch; pavement oils, asphalt, petroleum products not limited to gasoline, diesel and motor oils, liquid propane, cement products, earth material (including dusts from them), latex paint, water, brass parts, cast iron pipe, aluminum

parts, galvanized parts, PVC pipe products, ABS pipe products, glues and primers, old lead pipe joints, non-friable asbestos cement pipe, epoxy glues and various cleaners and disinfectants.

Special Requirements: Possess a valid Class C or higher California driver's license; attain and maintain valid Traffic Control and Flagging Certificate; ability to attain and maintain valid CPR and First Aid certificates as defined in City policy.

The City will cover all training and costs associated with special requirements during the course of employment. If the employee does not successfully pass a required test to obtain certification and/or license, the City will cover the cost for a second attempt to pass the test. In the event the employee does not successfully pass the test on the second attempt, the employee will be responsible for all costs associated with testing going forward.

Premium Pay: Employees in possession of a valid Class B or higher California driver's license will be compensated at 5 percent (%) above their current rate.

Experience/Education: Desire High School Graduate or GED, and two years of experience in city or county public works department; Minimum High School Graduate or GED, and one year experience in general maintenance and/or construction and/or public infrastructure labor.

Physical Requirements: Pass an initial drug test and, if seeking a commercial license in order to progress to MW II and/or III, eventually submit to random Department of Transportation drug screening tests in accordance with Title 49 CFR; work in underground excavations with shoring; work in "others" construction work sites; work out of a man lift up to 44 feet high; may work around hazardous material in the presence of another employee with a valid 40-hour HAZWOPER certificate; work in and around raw sewage and wastewater, chlorine fumes, raw sewage waste fumes and sewer gases; constant exposure to sun, walking on uneven surfaces, bending, kneeling, squatting, twisting, exposure to airborne dust and loud noises; frequent climbing of ladders of up to 12' above ground, driving, working on slippery surfaces, working with toxic substances; occasional lifting of items weighing up to 75 pounds, lifting above shoulders, climbing of ladders of up to 20' above ground; ability to work in confined and cramped spaces; repetitive hand motion; hear verbal instructions; climb in/out of ditches; turn valves, lift and carry pipes; dig ditches; small motor skills, and climbing flights of stairs.