



MAINTENANCE TECHNICIAN

FLSA: Full-time, Non-Exempt

Union: CLOCEA

Salary: \$4,148 – \$5,042

DEFINITION

Under supervision of the Public Works Operations Manager and task leadership of the Crew Leader, performs skilled maintenance, repair and installation of public works equipment, systems, facilities and sites. Performs related duties as required.

SUPERVISION RECEIVED AND EXERCISED

Receives supervision from the Public Works Operations Manager and daily activity task leadership from the Public Works Crew Leader. May, as occasionally assigned, provide task leadership in the Crew Leader's absence or of a portion of the crew. This position does not supervise.

CLASS CHARACTERISTICS

This journey-level classification has responsibility for independently performing the full range of skilled work in daily tasks of the Public Works crew including maintenance, repair and installation of water, sewer, streets, facilities and parks tasks. May assist with supplies/materials inventory and equipment management. This class is distinguished from the Public Works Crew Leader in that the latter has overall regular responsibility for daily task leadership of the Public Works crew.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Performs the full range of skilled work on Public Works tasks involving maintenance, repair and installation of the following facilities and systems: water production and distribution, wastewater and stormwater collection, treatment and disposal, plants and facilities, streets, traffic signals, markings and signage and parks.
- Performs full range of work on the water system such as maintenance and repair of water lines, valves, hydrants, water wells and facilities; installation and replacement of water mains, valves, hydrants and service lines.
- Performs full range of work on the sewer system such as maintenance and repair of sewer laterals, mains, lift stations and treatment plant; installation and replacement of sewer laterals and mains.

- Performs full range of work on street maintenance and repair such as pothole patching and digout repairs on asphalt; concrete curbs, gutters, sidewalks; striping signage and lighting.
- Performs full range of work on parks and landscaping including maintenance, repair and installation of irrigation systems and plantings.
- Operates motor vehicles and equipment in the performance of assigned duties.
- Cleans and cares for tools and equipment.
- Ensures the use of safe working methods, techniques and procedures and enforces safety regulations of the occupational hazard and employee safety training programs while performing tasks.
- May respond to emergency and after-hours calls.
- Assists in maintaining daily records and reports.
- Maintains and timely submits purchase receipts and invoices for payment.
- Performs related duties as required.

QUALIFICATIONS

Knowledge of:

- Materials, records, equipment and current practices used in the maintenance, repair and installation of water and sewer systems, streets, traffic safety systems, vehicles and equipment, and related facilities sites and structures.
- Safety practices, personal protective equipment, and devices used in public works activities.
- Relevant federal, state and local laws, regulations and policies.
- Maintain and prepare detailed reports.

Skill in:

- Performing Public Works maintenance, repair and installation activities.
- Evaluating proposed projects, or alternative solutions to repairs, maintenance or construction issues.
- Developing and maintaining effective work relationships with those contacted in the performance of required duties.

Ability to:

- Organize own work, meet critical deadlines, and follow-up on assignments with a minimum of direction.
- Operate vehicles and equipment observing legal and appropriate driving and operating practices.
- Ensure compliance to standards and safety requirements on Public Works crew activities.
- Communicate effectively in written and oral form.
- Follow verbal and written direction.
- Function effectively in emergency situations.

Education and Experience:

A combination of education, experience, and training which would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Typical education would include graduation from high school, or attainment of a G.E.D. Typical experience would be a minimum of two (2) years of direct experience in a municipality or other public agency in public works or maintenance. Qualifying experience above the minimum may be substituted for education as long as sufficient education has been obtained to assure the ability to read and write English at a level required for successful job performance.

Licenses and Certifications:

- Possession of a valid Class C California driver's license.
- Possession of, or ability to obtain within one year, a valid Class B California driver's license.
- Possession of, or ability to obtain within one year, a Grade 1 Distribution and Grade 1 Treatment Operator certification.

PHYSICAL DEMANDS

Requires the mobility to work in an office and field environment. Requires the ability to sit at desk for long periods of time and intermittently walk, stand, climb, balance, stoop, kneel, crouch, crawl and reach while performing office duties and/or field work; lift, move, push and pull materials up to 25 pounds frequently and up to 100 pounds occasionally; work in an outdoor environment resulting in exposure to the weather and requiring the ability to perform heavy labor in a variety of conditions; use hands to touch, handle, feel or operate objects, tools and controls. Must be able to maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating office equipment. Must be able to use a telephone to communicate verbally and a keyboard to communicate through written means, to review information and enter/retrieve data, to see and read characters on a computer screen.

ENVIRONMENTAL ELEMENTS

Work is performed occasionally in an office and mostly in a field environment. Incumbent drives on surface streets, traverses uneven terrain on foot, and may be exposed to traffic and construction hazards, fire hazards, electrical currents, air contaminants, adverse weather conditions, temperature and noise extremes, wetness, humidity, heights, confined spaces, fumes, dusts, odors, toxic or caustic chemicals, vibration. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.