CITY OF OCEANSIDE

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JOB CODE: MAINT05, MAINT10
UNIT: OCEA

MAINTENANCE WORKER I
MAINTENANCE WORKER II

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under supervision (Maintenance Worker I) or general supervision (Maintenance Worker II), to perform a variety of duties in the maintenance, repair, and construction of various City facilities and structures within an assigned area including but not limited to; streets, signs, parks, trees, roadsides, medians, water or sewer systems, docks, piers and beaches to operate and maintain maintenance and construction tools and equipment; and to perform related duties as assigned.

CLASS CHARACTERISTICS

Maintenance Worker I – This is the entry level class in the Maintenance Worker series. This class is distinguished from the Maintenance Worker II by the performance of the more routine tasks and duties assigned to positions within the series including less complex construction, maintenance and repair duties. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. Advancement to the II level is based on demonstrated proficiency in performing the assigned functions, and is at the discretion of higher level supervisory or management staff. When assigned to water, advancement to the II level is based on appropriate certifications, demonstrated proficiency in performing the assigned functions and advancement is not based on time in grade but solely at the discretion of the Water Administration Director and the organizational needs of the department.

Maintenance Worker II – This is the full journey level class within the Maintenance Worker series. Employees within this class are distinguished from the Maintenance Worker I by the performance of the full range of duties as assigned including operation and maintenance of various tools and heavy equipment. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level, or when filled from the outside, have prior experience. This class is distinguished from the Maintenance Worker III in that the latter possesses a specialized technical or functional expertise within the area of assignment and are typically assigned significant responsibilities above the journey level.

EXAMPLES OF DUTIES - *Examples of duties performed by employees in this class may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.*

Performs a variety of maintenance, construction and repair work on various facilities and structures within an assigned area including construction, repair and maintenance of streets, parks, buildings, signs, trees, roadsides, medians, water or sewer systems, docks and piers;

installs, maintains, and repairs water, sewer and irrigation mains and pipes; cuts and fits pipes; taps water mains; repairs leaks; installs meters, valves laterals and regulators; assists in the repair and maintenance of pumps, motors and related water and sewer equipment; maintains pump stations; installs and repairs fire hydrants; makes routine repairs to structures including plumbing, electrical, painting and carpentry work; sets up traffic control devices and performs flagging functions; directs and controls traffic; performs street cuts for excavation and replacement of new asphalt; removes and replaces concrete and asphalt; mixes, rakes and spreads asphalt; seals cracks and patches streets; performs pot hole patching and surface repairs; constructs forms; mixes and pours cement; finishes cement on curbs, gutters and sidewalks; operates street painting equipment in the placing of lines and warning notices on streets; maintains roadways by removing sand, gravel and debris from streets; cleans and maintains storm drains, pipes and catch basins; maintains parks, parkways, athletic fields, and medians including mowing, pruning and weed eating; inspects, maintains and repairs playground equipment; installs and maintains irrigation systems; prunes trees and shrubs; removes tree stumps and roots; cleans and maintains walks, roadsides, gutters, curbs, culverts, restrooms and other facilities; gathers and removes garbage from grounds and facilities; applies pesticides, herbicides and fertilizes grounds; lays sod; seeds greens; performs building maintenance and construction functions including new construction, framing, drywall and painting; repairs pier decking and docks; replaces piling caps and cross beams; diagnoses electrical failures in lighting fixtures and repairs them; installs conduits for electrical services; operates a variety of construction and maintenance equipment and power tools such as dump trucks, vactor trucks, rodder trucks, tractors, front end loaders, skip loaders, aerial boom trucks, backhoes, grader, paving machine, compressor, jack hammer, paint sprayer, sand-blaster, and concrete saw; hauls equipment and materials to and from sites; installs, repairs and replaces street signs and posts; cleans and maintains existing signs; removes graffiti from City property; operates mowers, edgers and pruners; performs preventive maintenance on tools and equipment; maintains inventory of parts and supplies; cleans and maintains maintenance shop, tools, work space and equipment; responds to emergencies as needed; may perform after hours stand-by duties.

MINIMUM QUALIFICATIONS

Maintenance Worker I

Knowledge of:

- Basic methods and techniques of general maintenance, construction and repair related to the area of work assigned.
- Methods and techniques of grounds keeping including mowing, fertilizing and application of chemicals.
- Occupational hazards and standard safety practices.

Ability to:

- Perform a variety of maintenance, construction and repair work in the area of work assigned.
- Perform heavy manual labor.
- Learn operational characteristics of equipment and tools used in the area of work assigned.
- Learn basic methods and techniques of concrete finishing and repair.
- Learn basic methods and techniques of street maintenance, repair and asphalt overlay.
- Learn basic techniques of street striping and sign installation.

- Learn basic techniques of carpentry, plumbing, painting, welding and electrical maintenance and repair.
- Learn basic methods and techniques of irrigation systems design, installation and maintenance.
- Learn operational characteristics of water distribution and sewer systems.
- Learn practices and procedures of traffic control and flagging.
- Learn methods and techniques of safe chemical use, storage and disposal.
- Learn tree care, pruning and maintenance duties.
- Learn fertilizer composition and application.
- Learn pertinent Federal, State and local laws, codes and regulations.
- Learn to use and operate a variety of maintenance and repair equipment in a safe and effective manner.
- Learn to pave roads and repair damaged sidewalks.
- Learn to locate and mark water and sewer mains and services.
- Maintain and repair a variety of tools and equipment.
- Repair and replace street signs.
- Mow, edge, trim and clean park grounds.
- Understand and follow oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines

Experience: Some maintenance, construction or repair experience is desirable.

Training: Equivalent to the completion of the twelfth grade.

License or Certificate: Possession of an appropriate, valid driver's license.

MAINTENANCE WORKER II

In addition to the qualifications for Maintenance Worker I:

Knowledge of:

- Methods and techniques of general maintenance, construction and repair related to the area of work assigned.
- Operational characteristics of equipment and tools used in the area of work assigned.
- Basic methods and techniques of concrete finishing and repair.
- Basic methods and techniques of street maintenance repair and asphalt overlay.
- Basic techniques of street striping and sign installation.
- Basic techniques of carpentry, plumbing, painting, welding and electrical maintenance and repair.
- Basic methods and techniques of irrigation systems design, installation and maintenance.
- Operational characteristics of water distribution and sewer systems.
- Practices and procedures of traffic control and flagging.
- Methods and techniques of safe chemical use, storage and disposal.
- Tree care, pruning and maintenance.
- Fertilizer composition and application.
- Pertinent Federal, State and local laws, codes and regulations.

Ability to:

- Perform a variety of maintenance, construction and repair work in the area of work assigned.
- Use and operate a variety of maintenance and repair equipment in a safe and effective manner.
- Pave roads and repair damaged sidewalks.
- Locate and mark water and sewer mains and services.
- Work independently in the absence of supervision.

Experience and Training Guidelines

Experience: One year of increasingly responsible maintenance, construction or repair experience.

Training: Equivalent to the completion of the twelfth grade.

License or Certificate:

- Possession of an appropriate, valid driver's license.
- Possession of a Flagging certificate may be required.
- Possession of a Class A or Class B driver's license may be required depending on area of assignment.
- Possession of a Qualified Applicators Certificate may be required depending on area of assignment.

Special Requirements: Certain assignments in Water Utility may require appropriate certifications.

WORKING CONDITIONS

Environmental Conditions: Field environment, travel from site to site; exposure to noise, dust, grease, smoke, fumes, gases, inclement weather conditions, potentially hazardous chemicals or waste and infectious materials; work in or with water; work at heights on scaffolding and ladders; work in confined spaces, underground, on slippery or uneven surfaces and around heavy equipment.

Physical Conditions: Essential functions may require maintaining physical condition necessary for standing, walking, sitting, bending, or kneeling for prolonged periods of time; heavy, moderate or light lifting and carrying; pulling, pushing, reaching; operating motorized vehicles and equipment.