



CITY OF LAKEPORT

MAINTENANCE WORKER III

Job Description

DEFINITION

Under immediate supervision, performs skilled and semi-skilled tasks in the construction, maintenance and repair of public works facilities including streets, traffic systems, sidewalks, signs, water and sewer systems, boat docks and ramps, graffiti removal, storm drains, tree trimming, and abatement of nuisances in the public right of way; performs a variety of skilled and semi-skilled tasks involved in the maintenance, construction, or repair of City buildings and facilities; performs related work as assigned.

CLASS CHARACTERISTICS

Maintenance Worker III is the advanced journey level classification in the Maintenance Worker series. Individuals have responsibility to perform assigned activities without detailed instructions as to specific procedures to be followed. Incumbents in this class may also be expected to assist in the training of less experienced personnel.

The Maintenance Worker III is expected to work with limited supervision. When he/she is the senior maintenance worker on the job, assigns work to staff. The progression of a Maintenance Worker II to a Maintenance Worker III requires an evaluation of employee skill and performance levels by management. The Maintenance Worker III classification is distinguished by its responsibility for more difficult and complex duties or special assignments.

ESSENTIAL FUNCTIONS

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Within the Utilities Department, participates and takes leadership in the work of a water crew engaged in installing, removing, and repairing large and small services; cutting, fitting, laying and repairing water mains; cleaning and flushing water mains; repairing mains, valves and hydrants; inspecting, testing, and operating valves, fittings and related water distribution equipment; keeping truck stocked with supplies and materials; repairing fire hydrants and flow testing related equipment; locating, excavating and repairing water lines and related facilities; inspecting water projects for leaks, decayed pipes, and spills; installing barricades and routing traffic in a safe manner.

Within the Utilities Department, participates and takes leadership in the work of a sewer crew engaged in installing, removing, and repairing large/small services; cutting, fitting, laying and repairing sewer mains; cleaning and flushing sewer mains; repairing mains and valves; inspecting, testing, and operating valves, fittings and related sewer equipment; keeping truck stocked with supplies and materials; locating, excavating and repairing sewer lines and related facilities; inspecting sewer projects for leaks, decayed pipes, and spills; installing barricades and routing traffic in a safe manner. Assists in the Infiltration and Inflow program, including gathering input/output data into computer database management software.

Within the Public Works Department, participates and takes leadership in the work of the street maintenance crew engaged in repairing and replacing concrete sidewalks, curbs, gutters and other concrete structures; repairing and maintaining city streets and alleys by patching with hot or cold asphalt mix; clearing storm drains and catch basins; operating a variety of equipment and using a variety tools/equipment such as rollers, dump trucks, jack hammers, air compressors, tractors; setting up traffic control and safety zones.

Participates and takes leadership in the work of the traffic crew engaged in installing and maintaining street signs and street markings; uses a variety of equipment and tools such as welders, paint striper, airless painter, chemical sprayer.

Participates and takes leadership in the work of a crew engaged maintaining and repairing sewer mains, storm drains and lift stations; assists in the operation of the Aquatech to clean sewer lines; cleans blockages to sewer lines, storm drains and catch basins.

Performs special assignments such as sign-making. Takes on additional safety leadership assignments such as Competent Person, Authorized Entrant, Fit-Tester or other assigned roles necessary for OSHA compliance.

Maintains and cares for supplies, facilities and equipment; performs routine maintenance and equipment safety inspections; reports maintenance and safety hazards to appropriate personnel.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include graduation from high school or equivalent and some experience that has provided the knowledge, skills, and abilities necessary for satisfactory job performance.

Knowledge, Skills and Abilities

Intimate knowledge of the operations of a municipal public works department. Skilled in the operation of a variety of light, medium and heavy equipment, including the inspection of such equipment for safe operation and performance of routine maintenance. Considerable knowledge of common tools and equipment used in construction and maintenance work; safety precautions and procedures; traffic laws, ordinances and rules related to truck and heavy equipment operations; equipment and procedures involved in the construction, maintenance, and repair of streets, roads, and drainage systems; the materials, tools, and methods used in general building repair and maintenance. Journeyman-level skill in the operation of a variety of equipment and vehicles; use of hand and power tools. Knowledge of the Manual on Uniform Traffic Control Devices (MUTCD); computer software programs and equipment to produce traffic signage.

Ability to understand and carry out oral and written directions; use a variety of tools and equipment; perform heavy manual labor and physically strenuous tasks on a regular basis; lift 90 pounds on a regular basis; perform basic or journeyman-level task in a variety of construction and maintenance activities; safely operate vehicles, equipment and stationary mechanical equipment and make minor adjustments and repairs; respond to emergency and problem situations in an effective manner; communicate effectively with a variety of personnel and establish/maintain effective working relationships; apply policies and procedures; work independently; work safely; pour and mix concrete; read and interpret basic maps and blueprints; perform light carpentry, plumbing, and masonry work; perform a variety of building maintenance tasks.

Special Requirements

Possession of or ability to obtain a Class C California driver's license and a satisfactory driving record.

Possession of or ability to obtain a Class B California driver's license with appropriate endorsements.

Possession of or ability to obtain a Class A California driver's license with appropriate endorsements.

Possession of certifications such as collections and distribution.

Receive satisfactory results from a background investigation, physical examination, drug testing and administrative screening which meet the established qualification standards.

PHYSICAL PROFILE:

CATEGORY III – HEAVY PHYSICAL EFFORT

DEFINITION

Positions in this category require exceptional physical ability with prolonged periods of heavy physical labor.

CHARACTERISTICS

Positions allocated in this category regularly perform heavy physical labor requiring ability to lift, push, pull, and move heavy objects or materials. This category is distinguished from the moderate physical effort category by the greater physical demand for strength and endurance placed on the incumbent. Heavy physical effort is required while performing such tasks as operating heavy equipment, pouring concrete, masonry work, or preparing soil for landscaping. Physical functions may vary from position, but always involve heavy physical exertion.

OTHER FACTORS

Lifting Heavy: Lifting over 50 pounds, with frequent lifting, pushing and/or carrying weighing over 25 pounds.

Climbing: Ascending or descending ladders, ramps, scaffolding, poles and the like; using feet and legs and/or hands and arms.

Reaching: Reaching above the shoulders to place and/or retrieve objects.

Walking: Ability to walk for prolonged periods of time (usually a minimum of two or more hours per day.)

Standing: Ability to stand with little movement for prolonged periods of time (Usually a minimum of two or more hours per day).

Agility: Ability to move quickly and easily often including the ability to crawl, stoop or bend.

Distant Vision, Acceptable for Driving: Not less than 20/40 in each eye without correction or must correct to 20/40 in each eye and wear corrective lenses whenever driving.

Temperatures: Works in temperature sufficiently high or low to cause marked bodily discomfort.

Chemical or Biological Agents: Regular contact with potentially harmful chemical or biological agents

Fumes: Potential inhalation or contact with smoke, vapors, dust or gasses.

Heavy Equipment: Operates various heavy equipment such as tractors, backhoes, graders, trucks, etc.

Power Equipment: Operates power tools or other machinery that are potentially hazardous.

Work Environment – Outdoors: Ability to work outdoors in all types of weather conditions.

Work Environment – Moving Objects: Ability to work around moving objects, machinery or vehicles.

Work Environment – Surfaces: Ability to walk on slippery or uneven surfaces.

Confined Space Entry: Ability to work in confined spaces using appropriate safety equipment

Heights: Ability to work on surfaces above 20 feet.

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| CLASS RANGE NO. | 38 |
| FLSA | Non-Exempt |
| ADOPTION DATE | 07/01/2017 |
| REVISION DATE | |
| APPROVED BY: | <i>Margaret Silver</i> |