



CITY OF SALINAS

Employment Opportunity

PUBLIC SERVICE MAINTENANCE WORKER I

RECRUITMENT #19799811

FINAL FILING DATE: By 5:00 p.m. on Tuesday, March 26, 2019

SALARY: \$3,243 - \$3,405 - \$3,575 - \$3,754 - \$3,942 - \$4,139 (longevity) Monthly*

*Two and a half percent (2.5%) increase effective the last pay period in April 2019

APPLY ONLINE AT: <https://www.calopps.org/salinas/job-19799811>

The City of Salinas is accepting applications for Public Service Maintenance Worker I. The current vacancy is in the Street Maintenance Division.

SPECIAL INSTRUCTIONS: All applicants must provide a copy of diploma/GED at the time of application or submit to the Human Resources Department prior to the final filing date. Applications are incomplete without the required document.

TENTATIVE RECRUITMENT SCHEDULE (subject to change):

Week of April 1, 2019 – Exam process

DEFINITION: Under immediate supervision, to perform a variety of semi-skilled and skilled tasks in the construction, maintenance, and repair of streets, sidewalks, signs, sewers, storm drains, pump stations, or traffic systems.

DISTINGUISHING CHARACTERISTICS: This is the entry-level class in the Public Service Maintenance Worker class series. Positions in this class will usually perform most of the duties required of Maintenance Workers II but are not expected to function at the same skill level and usually exercise less independent direction and judgment on matters related to work procedures and methods. Work is directly supervised while in progress and fits a structured and established pattern. Generally, changes in procedures or exceptions are explained in detail as they arise.

SUPERVISION RECEIVED AND EXERCISED: Receives direct supervision from higher-level maintenance personnel. Technical or functional supervision is also provided by higher-level maintenance personnel. New employees typically receive immediate supervision progressing to general supervision with training and experience. Exercises no supervision.

ESSENTIAL JOB FUNCTIONS OF THE POSITION: Duties may include, but are not limited, to the following: Perform street maintenance duties; operate construction and maintenance equipment such as trucks, tractors, sweepers, skip loaders and paving and grinding equipment for a variety of construction and maintenance operations involving streets, sidewalks, gutters, sewer lines, and drainage channels. Use concrete cutting and breaking equipment; operate a jackhammer; pour and finish concrete, construct concrete forms and perform rough carpentry work. Apply traffic markings on streets, cross walks, parking lots and curbs. Manufacture and install traffic signs and remove signs no longer required. Design and manufacture special signs for municipal facilities. Spread asphalt in patching and repairing streets. Perform routine preventive maintenance on equipment as assigned. Utilize proper safety precautions related to all work performed. Maintain inventory of traffic safety related supplies. Place and remove traffic safety devices and barricades as needed. Perform emergency and non-emergency duties related public infrastructure maintenance work as required. Apply herbicides in accordance with approved safety procedures. Participate in and perform confined space entries. Perform related duties as assigned.

QUALIFICATIONS: Knowledge of: Uses and purposes of general construction tools and equipment. Safe work practices.

Ability to: Perform unskilled and semi-skilled tasks in a variety of construction and maintenance activities. Perform heavy manual labor. Understand and carry out oral and written directions. Maintain cooperative working relationships with others. Promote the mission, values, and standards of an effective organization, particularly in the area of customer service. Obtain a Class "B" or Class "A" Driver's License with appropriate endorsements, as required, within six (6) months of appointment.

Skills to: Perform a variety of construction tasks including asphalt and concrete work and rough carpentry. Operate vehicles, equipment, and tools.

PHYSICAL AND MENTAL CHARACTERISTICS: Physical mobility and stamina to stand and walk for long periods of time, and to walk over uneven surfaces. Physical agility to push/pull, squat, twist, turn, bend, climb, stoop and reach overhead. Physical strength to lift up to 90 pounds with assistance. Manual dexterity requiring repetitive motion sufficient to use hand and power tools. Hearing and speaking ability sufficient to converse over the telephone, two-way radio and in person often over the noise of machinery and traffic, to detect and describe noises in machinery or to hear running water. Vision sufficient to read fine printed materials on labels, manuals, maps, diagrams, to work with color-coded wires with no color deficiencies, and to drive. Safely wear self-contained breathing apparatus; and safely work in confined spaces. Detect odors. Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

WORKING CONDITIONS: Perform heavy manual labor for periods up to but not limited to 8 hours per day. Willingness and ability to work under adverse conditions such as in confined and awkward spaces, in and around raw and treated wastewater, in heavy traffic, and in potentially hazardous areas. Work outdoors under adverse conditions at night, in heat, wind, cold and rain.

License or Certificate: Possession of a valid California Class "C" Driver's License. Obtain a Class "B" or Class "A" Driver's License with appropriate endorsements, as required, within six (6) months of appointment.

Education and Experience: An example of the education and experience which most likely demonstrates the knowledge, skills and abilities required to perform the duties would be any combination equivalent to completion of the twelfth grade and one year of performing paving and maintenance operations involving streets, sidewalks, gutters, sewer lines, and drainage channels.

SELECTION PROCESS: Applicants' qualifications will be evaluated on the basis of the information provided on the employment application. The exam process may consist of an application appraisal, oral interview, performance exam and/or written exam. The City reserves the right to use alternate testing procedures if deemed necessary. **CITY COMMUNICATION REGARDING THE SELECTION PROCESS WILL BE VIA E-MAIL. PLEASE ENSURE THAT YOU HAVE ACCESS TO THE E-MAIL ON YOUR APPLICATION.** Finalist interview/assessment will be held with the City of Salinas.

EQUAL OPPORTUNITY EMPLOYER

The City of Salinas does not discriminate on the basis of race, color, national origin, ancestry, sex, religion, sexual orientation, age, disability, marital status, political affiliation, or any other non-merit factor. The City of Salinas makes reasonable accommodation for qualified individuals with a disability. Individuals requiring any accommodation in order to participate in the testing process must inform the Human Resources Director in writing no later than the final filing date stated in this job announcement. Requests for accommodation should include an explanation of the type and extent of accommodations needed to participate in the selection process and/or to perform the duties of the job for which they have applied. **EEO Utilization Report is available for candidate review upon request.**

SALARY STEPS: Appointments are normally made at the first step. Consideration is given for increase to the second step after successful completion of a six-month probationary period. (Employees appointed at a higher step will be eligible for consideration for the next step after one year, providing they successfully complete a six-month probationary period). 3/11/19 pp

**SERVICE EMPLOYEE INTERNATIONAL UNION (SEIU)
LOCAL 521 BLUE COLLAR UNIT
BENEFITS**

ANNUAL LEAVE: Accrued at a rate of 22 days through 5 years; 27 days through 10 years; with additional longevity increases.

HOLIDAYS: Twelve days per year plus two floating holidays.

COMMERCIAL DRIVER'S LICENSE DIFFERENTIAL: City provides additional 5% to base salary for valid Class A or Class B California driver's license.

HEALTH INSURANCE: The City currently pays 100% for CalPERS *Choice* Health plan, Delta Dental and VSP for employee and eligible dependents. Other CalPERS Health coverage may be available depending upon residence. The City only provides the premium amount equal to the CalPERS *Choice*. *Effective December 2019, employee contribution to health plan will be as follows: \$75 per month for family coverage, \$50 per month for employee plus one and \$25 per month for employee only.*

RETIREMENT: CalPERS retirement plan. 2% at 62 for new members and 2% at 55 for classic members. Employee pays contribution in addition to Social Security/Medicare contributions.

TUITION ASSISTANCE: Up to \$1,000 reimbursement for tuition/books for employee only. Upon approval of Department Director and Human Resources Director.

**THE ABOVE-LISTED BENEFITS ARE SUBJECT TO CHANGE AND DO NOT CONSTITUTE A CONTRACT.
PLEASE VISIT THE CITY WEBSITE FOR A FULL DESCRIPTION OF BENEFITS.**