

CITY OF SALINAS

PUBLIC SERVICE MAINTENANCE WORKER I

BARGAINING UNIT/CLASS CODE:
SEIU / P09

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. May be assigned duties in the Street Maintenance Division or the Wastewater Division of the Maintenance Services Department.

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 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.

ASSIGNMENT TO THE STREET MAINTENANCE DIVISION: 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.

ASSIGNMENT TO THE WASTEWATER DIVISION: Perform a variety of construction and maintenance operations involving sanitary sewer and storm sewer lines and drainage channels. Perform sewer maintenance duties; operate maintenance equipment and tools such as power tools, sewer maintenance equipment, hydraulic jet cleaner, vac-all, sweeper, front loader, compressor, power wench, boom truck, main and auxiliary pumps and related equipment and tools. Read and interpret maps of underground sewer and drainage systems. Install and repair underground pipes; remove blockages from sewer and storm drain lines. Clean and maintain storm drainpipes and catch basins. Inspect ditches, drainage areas and roadside shoulders for noxious weeds; identify weeds; remove weeds and apply appropriate herbicides.

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.

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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.

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.

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.

Reviewed _____ Approved _____
Department Director Human Resources Officer

Approval Date _____

ORIG: 2-84, REV: 2-99, REV: 8-01, REV: 12-04, REV: 05-06