



CITY OF SALINAS

Employment Opportunity

SENIOR FACILITIES MAINTENANCE MECHANIC

RECRUITMENT #19837089

FINAL FILING DATE: OPEN UNTIL FILLED

SALARY: \$4,201 - \$4,411 - \$4,632 - \$4,863 - \$5,106 - \$5,362 (longevity) Monthly*

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

APPLY ONLINE AT: WWW.CALOPPS.ORG

The City of Salinas is accepting applications for Senior Facilities Maintenance Mechanic. This is an open until filled recruitment and may close at any time without prior notice. This recruitment will only accept a maximum of 50 applications via calopps.org.

SPECIAL INSTRUCTIONS: All applicants must provide a copy of diploma or transcripts at the time of application or submit to the Human Resources Department prior to the closing of this recruitment. Applications are incomplete without the required document.

DEFINITION To perform skilled maintenance and repair work in electrical, plumbing, and mechanical maintenance of City buildings, facilities and equipment; to regularly inspect the condition of City buildings and facilities; and to respond to calls for maintenance service.

DISTINGUISHING CHARACTERISTICS This is the advanced journey level class in the Building Maintenance Group. Positions in this class perform the full range of journey level work including the most difficult and complex building maintenance activities and repairs on City buildings, facilities and equipment. May lead a small crew and assume the responsibilities of the Facilities Maintenance Crew Supervisor during absences.

SUPERVISION RECEIVED AND EXERCISED Receives general supervision from Facilities Maintenance Manager and/or Facilities Maintenance Mechanic Crew Supervisor. Exercises functional and technical supervision over subordinate personnel as required.

ESSENTIAL JOB FUNCTIONS OF THE POSITION Duties may include, but are not limited to the following: Lead small work crews in the performance of a variety of building maintenance duties. Provide leadership, guidance and training to less experienced workers. Assist the Crew Supervisors with daily supervision of maintenance crews in completion of assigned work. Perform skilled electrical, plumbing, and mechanical maintenance on City buildings and facilities. Perform skilled work on street, airport runway, building and ballpark lighting systems. Perform U.S.A. markings. Perform electrical system wiring and installations. Operate light to heavy equipment such as forklift, aerial lift, backhoe, and front-end loaders. Replace lights, ballasts, and fixtures. Service generating units, switches, circuit breakers, and other electrical fixtures to include heating, ventilation and air conditioning, irrigation, plumbing, pneumatic and alarm systems, boilers and controls. Do repairs and preventive maintenance on heating and cooling systems. Repair plumbing for water supply. Repair and perform preventive maintenance on motors, pumps, heating and cooling systems, boilers and other equipment. Evaluate maintenance and repair needs, respond to emergencies. Maintain inventory, keep records and order supplies as assigned. Promote and maintain safety in the work place. Perform related duties as assigned.

PHYSICAL AND MENTAL CHARACTERISTICS Physical mobility and stamina to stand and walk for long periods of time. Physical agility to push/pull, squat, twist, turn, bend, climb, stoop and reach overhead. Physical strength to shovel dirt and mud, lift up to 50 pounds and occasionally up to 75 pounds. Manual dexterity sufficient to use hand and power tools. Hearing and speaking ability sufficient to converse over the telephone, to detect and describe noises in machinery or to hear running water. Vision sufficient to read fine printed materials on labels, manuals, diagrams, to work with color-coded wires with no color deficiencies, and to drive. Detect odors. Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

WORK CONDITIONS Perform manual labor generally in an indoor environment for periods up to but not limited to 8 hours per day. Work with potentially dangerous chemicals including chlorine, sewage waste, Freon and the gases used with welding equipment. Respond to emergency call-outs at all hours of the day or night.

QUALIFICATIONS Knowledge of: City policies, procedures and practices in building maintenance. Safe work practices and procedures. Operation and maintenance requirements of a variety of light and heavy power-driven equipment. Electrical and plumbing trades, adopted State and City codes, and the materials, tools, and equipment used in these trades. Methods, materials, tools, and equipment used in general building maintenance. Principles and techniques of carpentry. Mechanics of air conditioning systems, thermostats, boilers, and related equipment. Safe use and maintenance of a variety of power and hand tools. **Ability to:** Perform skilled electrical and plumbing work. Organize and oversee the work of a small crew. Provide training and guidance to less experienced personnel. Perform mechanical maintenance and repair on motors and pumps. Maintain and repair heating and cooling systems. Evaluate electrical, plumbing, and mechanical repair work; take appropriate action. Maintain accurate logs, records, reports and charts. Understand and carry out oral and written directions. Read and interpret gauges and other recording devices. Establish and maintain cooperative working relationships with others. Work without close supervision; exercise sound independent judgment. **Skills to:** Perform complex electrical, mechanical, and plumbing repair work. Use a variety of power and hand tools. Operate a variety of heavy and light power-driven equipment and vehicles.

License or Certificate:

Possession of a valid California Driver's License. Possession of Backflow Prevention Unit Tester Certification may be required within six-month probationary period depending on assignment.

Education and Experience:

An example of the education and experience which most likely demonstrates the skills, knowledge and abilities, required to perform the duties would be any combination equivalent to completion of high school/GED supplemented with course work in the electrical, plumbing and mechanical trades plus three years maintenance on buildings/facilities.

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). 3/28/19 se

**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.**