



MAINTENANCE WORKER I

CITY OF PLEASANT HILL

Established: 11/02

Pay Range: 60

Bargaining Group: Local 1

FLSA Status: Non-Exempt

Revised Date: February 2, 2016

DEFINITION

To perform entry level unskilled, semi-skilled, or skilled labor in construction, maintenance, and related service activities applied to the areas of general landscaping, grounds maintenance and street maintenance.

EQUIPMENT, METHODS AND GUIDELINES

Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper plate compactor, saws, pumps, propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, and ditch witch.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from an assigned supervisor; and may receive technical and/or functional supervision from higher-level maintenance staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

- Perform manual unskilled, semi-skilled, and skilled tasks in street, park, tree, water and storm drain maintenance, construction and repair.
- Perform such grounds maintenance as mowing lawns, raking leaves, and planting flowers, shrubs and trees.
- Assist in cleaning ditches, alleys, streets, culverts and storm drains.
- Assist in the repainting of pavement markings; basic pothole and street repair; installation and repair of street signs and markers; mixing and application of Class III pesticide materials.
- Assist in the care, maintenance and cleaning of vehicles, tools, and equipment.
- Operate mowers and other equipment and tools for purposes of cutting grass, trimming trees and shrubs, and planting and transplanting flowers, bulbs, shrubs and trees.
- Supervise the work of temporary and seasonal employees as assigned.
- Contact residents concerning maintenance and service problems; refer complaints and requests to proper supervisory personnel.
- Assist supervisory personnel in preparing and maintaining proper records and logs.
- Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Basic construction methods, materials and terminology.

Standard hand tools, light equipment and light vehicles.

Basic safety precautions and practices necessary in working with hand tools, light equipment, and vehicles.

Basic methods and practices involved in the care of shrubs, trees and flowers.

Ability to:

Learn technically complex construction and maintenance procedures in water system, streets, parks, and building maintenance.

Use hand and power tools.

Perform heavy manual labor for extended periods of time and under inclement weather conditions.

Understand and follow written and oral instructions.

Work alone or with small groups.

EXPERIENCE AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Some directly related maintenance experience is desirable.

Training:

Completion of high school or its equivalent, or completion of a trade or vocational school.

LICENSE OR CERTIFICATE

Possession of, or ability to obtain, an appropriate California driver's license.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

Predominantly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually loud. Exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain.

Employee is regularly required to use hands to find, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear, walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and move up to 100 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.