

MAINTENANCE WORKER I

DEFINITION

Performs a variety of semi-skilled and unskilled activities in constructing, repairing, maintaining, landscaping and cleaning Town parks, buildings, streets, water and sewage systems.

DISTINGUISHING CHARACTERISTICS

This is the entry level position in the Town Maintenance Worker series. Duties and responsibilities range from constructing Town facility-related structures to maintain and clean Town public facilities.

SUPERVISION RECEIVED

Supervision is provided by the Public Works Supervisor. After an initial period of employment and by the general nature of the position's routine and semi-skilled daily activities, close supervision should not be required nor expected. Additionally, changes in procedures and exceptions in rules are either provided prior to the start of a project or as the need arises.

ESSENTIAL DUTIES

Performs carpentry, electrical and plumbing maintenance for Town facilities; mows, trims and fertilizes lawns in parks; plants and prunes trees; trims brush; maintains and repairs sprinklers and playground equipment; performs special projects including checking sidewalk hazards; performs construction and maintenance tasks related to water and sewage systems, streets, sidewalks, gutters and storm drains; reads blueprints to locate problems in water lines; assists with cleaning sewers; paints traffic markings on streets and curbs; cleans restrooms and removes litter; installs and removes traffic cones and barricades; spreads asphalt to patch and repair streets; performs minor Town building maintenance and custodial duties.

OTHER DUTIES

Maintains and repairs roofs; paints buildings; makes minor repairs to equipment; pulls and sprays weeds; cleans barbecue pits; sweeps walkways and tennis courts.

QUALIFICATIONS

Experience/Education

Sufficient experience and education to understand verbal and written directions from supervisor and written instructions on pesticides, herbicides, janitorial supplies and power tools and

equipment. A typical way of obtaining the required qualifications is to possess the equivalent to six months of heavy manual work experience and to have the equivalent to an eighth grade education.

Knowledge/Skill/Ability

The incumbent in the Maintenance Worker I position is expected to possess demonstrated knowledge of and skill in safely using hand held maintenance, gardening and cleaning tools and equipment and other tools and equipment used in constructing, maintaining and repairing Town facilities.

Working Conditions

Position requires standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. Fine coordination is used when the incumbent assembles meters and sprinkler systems. The position also requires both near and far vision when inspecting and repairing vehicles and equipment. The need to lift, carry and push mowers, bags of fertilizer, and other equipment and supplies weighing 40 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The incumbent uses spraying, cleaning and lubricating chemicals and ingredients exposing the employee to fumes, dust and air contaminants which may cause eye and skin irritation. The nature of the work also requires the incumbent to climb unusual heights on ladders, walk on scaffolds, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, and work in heavy vehicle traffic conditions.

LICENSE

Possession of a Class C California motor vehicle operator's license is required by date of appointment. A pesticide and herbicide applicator's certificate also may be required.