

Maintenance Worker I/II/III

SUMMARY

Under general supervision, the Maintenance Worker I/II/III performs or learns to perform a variety of skilled and semi-skilled tasks used in the construction, maintenance, and repair of City streets, sidewalks, buildings, and parks.

ESSENTIAL FUNCTIONS -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and duties performed by incumbents of this class. Employees are required to be in attendance and prepared to begin work at their assigned work location on the specified days and hours. Factors such as regular attendance at the job are not routinely listed in job descriptions but are an essential function. Essential duties and responsibilities **may** include, but are not limited to, the following:*

- Operates a variety of trucks, loaders, backhoes, and other light and heavy-duty maintenance and construction equipment; operates a variety of hand and power tools; inspects tools and equipment for safety and proper operation.
- Completes concrete sidewalk, curb, gutter, and ramp installation and repair; performs temporary and permanent pothole repairs and crack sealing; clears storm drains; paints cross walks, road markings, and curbs; installs and replaces road reflectors.
- Inspects repairs and replaces City signs; participates in graffiti abatement.
- Installs and repairs guardrails and barricades; mows and abates weeds on rights-of-way; sprays herbicides; conducts litter and debris removal throughout the City.
- Maintains City parks and other landscaped areas; mows, trims, edges, and fertilizes grass; trims trees and hedges; sprays weeds and applies pesticides; troubleshoots and repairs irrigation systems, valves, and sprinklers and later water lines.
- Inspects playground equipment and makes necessary repairs and reports.
- Assists with performing general maintenance tasks at various City buildings to include installing, repairing, and replacing drywall and tile and painting; maintains and repairs faucets, drinking fountains, toilets, and other plumbing systems throughout City buildings and parks; troubleshoots and repairs electrical and HVAC issues.
- May operate a street sweeper on assigned routes and schedules.
- Performs related duties as required or assigned.

DISTINGUISHING CHARACTERISTICS

Maintenance Worker I: is the entry-level classification in the Maintenance Worker series. The incumbent follows routine procedures and guidelines in the application of prescribed duties and works under close supervision with work frequently reviewed by a superior. This classification is distinguished from the Maintenance Worker II in that the latter performs more complex technical duties requiring a higher level of knowledge and skill.

Maintenance Worker II: is the journey-level classification in the Maintenance Worker series that follows diversified procedures and implements processes to accomplish end results, within guidelines. Immediate supervision is available upon request. This class is distinguished from Maintenance Worker III in that the latter is a higher-level class in the series that performs more complex technical, investigative, and supervisory duties requiring a higher level of knowledge and skill.

Maintenance Worker III: is the advanced journey-level classification in the Maintenance Worker series. The incumbent plans detailed methods to attain desired objectives working within established policy. Methods require use of initiatives and resourcefulness in developing processes and procedures. This classification works under indirect supervision, conferring with supervisor on unusual matters.

MINIMUM QUALIFICATIONS

Education, Training, and Experience Guidelines

Maintenance Worker I: high school diploma or GED equivalent AND one (1) year of construction, maintenance, or landscape related experience; OR an equivalent combination of education, training, and experience.

Maintenance Worker II: high school diploma or GED equivalent AND one (1) year of street, building, and park maintenance and construction related experience at the Maintenance Worker I level with the City of Adelanto; OR an equivalent combination of education, training and experience.

Maintenance Worker III: high school diploma or GED equivalent AND one (1) year of street, building, and park maintenance and construction related experience at the Maintenance Worker II level with the City of Adelanto; OR an equivalent combination of education, training and experience.

Knowledge of:

- Applicable local, State, and Federal laws, codes, regulations, and ordinances.
- Work safety policies, procedures, and practices.
- Methods, materials, tools, and equipment used in various streets, facilities, and park maintenance and construction activities.
- Weed abatement tools, materials, and methods.
- Irrigation, sprinkler, and drip system parts, troubleshooting, and repair methods.
- Hazardous chemical, fertilizer, and pesticide application, handling, and storage procedures.
- Asphalt repair and maintenance methods and equipment.

Skill in:

- Operating a variety of hand and power tools.
- Reading and accurately interpreting plans, schematics, and equipment manuals.
- Following established safety policies, practices, and procedures.
- Working efficiently both independently and as part of a team.
- Troubleshooting and repairing electrical, watering, and plumbing systems and components.
- Interacting tactfully and professionally with City staff, outside agencies, and the public.
- Communicating effectively both verbally and in writing.
- Following written and verbal instructions.
- Establishing and maintaining effective working relationships.

LICENSE AND CERTIFICATION REQUIREMENTS

Must possess a valid commercial class B California driver's license with tanker and airbrake endorsements or obtain license and endorsements within one (1) year of hire.

Must successfully complete traffic flagging courses.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work is performed outdoors throughout the City and requires exposure to various weather conditions, potentially dangerous tools, equipment, and machinery, hazardous chemicals, May be required to climb ladders, work in trenches, and lift and move objects weighing up to 50 pounds.