

# CITY OF LOS BANOS

## Job Description

<b>POSITION TITLE</b>	MAINTENANCE WORKER
<b>DEPARTMENT</b>	PUBLIC WORKS
<b>EMPLOYMENT CATEGORY</b>	PART-TIME
<b>EMPLOYMENT LEVEL</b>	STAFF

### **DEFINITION**

To perform a variety of construction, maintenance and repair duties related to City's streets, sidewalks, buildings, and parks.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from an assigned supervisor; receives technical and functional supervision from a Public Works Foreman.

### **EXAMPLES OF ESSENTIAL DUTIES**

Duties may include, but are not limited to, the following:

- Reliable and dependable attendance and punctuality
- Perform construction, maintenance and repair activities designed to provide quality streets, sidewalks, traffic control systems and related City public facilities.
- Perform required labor involved in construction and maintenance projects as part of a crew, including applying reclamite, emulsion, crack filler, hot mix and cold mix overlays to reconstruct and repair streets, sidewalks, curbs and gutters; apply striping, delineators, signs and other traffic control devices.
- Spray right-of-ways, planters, ball fields and other City areas with herbicides and pesticides; perform manual weed abatement activities.
- Trim, prune, plant and maintain City trees; operate a chain saw, chipper, stump grinder and root cutter; notify supervisor of diseased and/or damaged trees.
- Mow, edge, fertilize and maintain grass and turf; remove weeds, prune shrubs, plant and maintain plants and flowers; operate a mower, edger, blower and tractor.
- Remove graffiti from City buildings and infrastructure.
- Perform routine carpentry, plumbing, painting and repair of City facilities and buildings.
- Prepare and maintain ball fields; water down, drag and chalk fields.
- Clean and maintain City restrooms, picnic areas, buildings and other public facilities.
- Clean up debris from parking lots, walkways, ditches, alleys, streets and storm drains.
- Maintain records related to the inspection and repair of City facilities and infrastructure.
- Contact residents and business owners in areas where streets will be temporarily

- closed for maintenance or repairs; respond to citizens questions.
- Operate and maintain City vehicles and heavy equipment, i.e. tractors, loaders, and various power tools.
- Repair signs.
- Maintain and repair public sprinkler systems; monitor and make routine corrections to irrigation systems servicing parks or other landscaped City areas.
- Inspect, maintain and make routine repairs to playground equipment.
- Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.
- Perform other related duties as assigned.

**Knowledge of:**

- Basic uses and purposes of general construction tools and equipment.
- Safe work practices.
- The operation of heavy equipment.

**Ability to:**

- Learn to perform routine maintenance City streets, parks, buildings and related facilities and infrastructure.
- On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment; interpret work orders; and remember equipment location.
- Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing construction and maintenance duties; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 75 pounds or less.
- Keep clear, concise, accurate and legible written reports and records.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Communicate clearly and concisely, both orally and in writing.

**MINIMUM QUALIFICATIONS**

- Must be age eighteen (18) by date of application.
- Equivalent to completion of the twelfth grade.
- Possession of a valid California Class C driver license.

10/17