



EMPLOYMENT OPPORTUNITY

MAINTENANCE WORKER

Salary Range: \$16.12 - \$21.58/Hour
(scheduled 2% increase on March 10, 2018)

Closing Date: Open Until Filled
First Review: March 5, 2018

Faxed applications not accepted.

DEFINITION

Under supervision, to perform a variety of semi-skilled and unskilled laboring work, including equipment operations in maintaining the City's public works facilities, park facilities, and landscaping; and to do related work as required.

EXAMPLES OF DUTIES

STREET DIVISION

Perform duties in the maintenance and construction of streets. Remove and replace curb, gutters and sidewalks, set forms, build catch basins, saw cut, replace and finish concrete and asphalt work. Patch and crackseal streets, install safety devices, install signs and traffic control, act as flagman, install drainpipe, clean ditches and culverts; operate five-yard dump truck and other equipment used in construction such as backhoes, loaders, sweepers, and rollers; paint stop bars, curbs and other street markings; read water meters; install and replace water mains and services, maintain water wells and facilities. Knowledge in building maintenance such as replacing lights, fixtures, and solving minor electrical problems, minor plumbing and minor carpentry. Ability to read labels, mix chemicals and spray pesticides, prune, mow and maintain rights of way and landscape. Assist other departments when needed in Landscape, Water and Waste Water as assigned.

Requirements: Ability to obtain California Class A or B drivers license within six months, ability to use and maintain tools and to operate a variety of light to heavy power equipment; to follow oral and written directions; and to establish and maintain effective relationships with others. Must obtain D1 Water Distribution Certification.

LANDSCAPE DIVISION

Mow, trim, fertilize, measure and apply herbicide and pesticide applications; prune and maintain trees in a healthy and safe condition; install and make repairs to irrigation systems and equipment; operate and repair mowers, trimmers, and weed eaters; plant, water, cultivate, and spray plants, shrubs, hedges, and care of lawns. Operate five-yard dump truck and other light to heavy equipment needed to complete assignments. Assist other departments as assigned.

Requirements: Ability to obtain a California Class A or B drivers license within six months. Ability to obtain a Qualified Applicator Certification, ability to use hand tools and

power equipment such as, power edgers, power mowers, blowers, and chainsaws, and keep equipment in a safe and proper condition. Ability to use and maintain tools and operate a variety of light to heavy power equipment; to follow oral and written directions; and to establish and maintain effective relationships with others. Must have knowledge of plants and be willing to obtain D1 Water Distribution Certification.

WATER DIVISION

Install, maintain, and repair water mains, pump stations and other water utility components including valves, regulators, and backflow systems; tap mains, lay pipe, install and replace meters, flush water lines, clean pipes and fittings, clean meter and valve boxes and reservoirs; install water services; dig and bore trenches using air tools to break through and compact; backfill manually and perform other manual labor necessary for completion of the job including asphalt resurfacing; operate five-yard dump truck and other equipment to load and unload equipment, supplies and material; turn on and turn off water services, read meters; monitor pump stations; and assist other departments as assigned.

Requirements: Ability to obtain a California Class A or B drivers license within six months. Certification in Water Distribution by the State of California. Ability to operate a variety of light to heavy equipment; to follow oral and written directions; and to establish and maintain effective relationships with others.

COLLECTION DIVISION

Monitor, maintain and make repairs to sanitary sewers, pump stations and related structures; raise and lower manholes to proper street or alley grade; operate rodder or flushing equipment related in cleaning, balling and maintaining flow of sewer lines and storm drains; assist in cleaning and maintaining plant equipment such as pumps and auxiliary machinery; perform routine building, grounds and equipment maintenance; record daily flows, keep records and make reports; mark out and perform limited inspections of installation and repairs to laterals and sewer mains.

Requirements: Ability to obtain California Class A or B drivers license within six months. Ability to use hand tools and operate a variety of light to heavy power equipment; follow oral and written direction; and to establish and maintain effective relationships with others.

DESIRABLE QUALIFICATIONS

Training and Experience - Any combination of training and experience equivalent to one year of experience in general laboring work in construction or maintenance, preferably one year public works, parks maintenance, or landscaping experience.

Ability to obtain Class B Driver's License required. Highly Desirable: State of California Water and/or Pesticide Applicator Certificates, and ability to solve minor electrical problems.

TOOLS AND EQUIPMENT USED

Employee will use a variety of tools and equipment common to a public works department including, but not limited to, dump trucks, backhoes, loaders, sweepers, and rollers; airless paint sprayer, mowers, trimmers, and weed eaters; power edgers, power mowers, blowers, chainsaws, and other tools as required. Additionally, the employee will use a personal

computer, printer, calculator, telephone, copier, fax machine, and various other office equipment. Must possess a working knowledge of word processing and spreadsheet software, as well as be able to communicate effectively via email and mobile devices (such as cell phone).

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee must have physical ability to react quickly to errant motorist or other sudden, unanticipated stimulus and do strenuous hand and mechanical labor. Employee shall be able to lift and carry heavy object greater than 50 lbs. over uneven terrain. Employee must be able to sit and work at a computer.

Employee must have the ability to see in the normal visual range, with or without correction, as set forth by the State of California Department of Motor Vehicles standards for safe vehicle driving. Night vision must be good for safety when working after dark.

Employee must have the ability to hear in the normal audio range with or without correction. Hearing should be adequate to hear warning devices used for worker safety (i.e. look out alarm devices, including vehicle horns used to warn employees of eminent danger at the work site).

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee is required to work primarily outdoors, and may at times need to work in a wide range of extreme conditions, including heat up to 120 degrees, cold to 10 degrees, strong winds, rain, sleet, and snow.

Employee may be required to work long shifts due to storms, emergencies, and special work projects.

Personal safety equipment requirements include:

- A. Work boots, in good and sturdy condition, must be worn to provide foot and ankle support protection.
- B. Either long or short sleeved shirts provided by City, or a safety vest is to be worn over non-safety shirts or coats.
- C. Long pants. No shorts or cutoffs.
- D. Provided safety gear; hard hat, safety glasses, hearing protection devices, face shields, gloves, respirator, chaps, or other safety gear must be worn when required by the City.

HOW TO APPLY

A City application is required. Applications may be obtained from the City of Anderson, Personnel Department, 1887 Howard Street, Third Floor, Anderson, CA 96007. (530) 378-6646, or one may be downloaded from our website at www.ci.anderson.ca.us.

SELECTION PROCESS

On receipt of completed applications, each candidate's education and experience qualifications will be evaluated; the selection process may consist of a qualifications appraisal, a written examination, an oral evaluation, or any combination of the above appropriate to the number of applications received. The scores resulting from the testing process will determine placement on an eligible list from which appointment(s) will be made.

EMPLOYMENT BENEFITS

Vacation:	10 days per year; 15 days after 5 years; 20 days after 10 years.
Holidays:	14 paid.
Sick Leave:	Earned at a rate of 1 day per month.
Retirement:	PERS - Provides 2% @ age 55 for classic employees and 2% @ age 62 for new employees entering CalPERS for the first time, Supplemental to Social Security; credited sick leave. Highest 36 months. Employee pays member share.
Insurance:	Group insurance plans for employees/dependents includes life insurance, medical, dental, vision, and disability. City pays 93.3% of monthly premium plus (effective 1/1/15) one-half of rate increases. Section 125 (Cafeteria) Plan available.

The City of Anderson is an equal employment opportunity employer and does not discriminate with regard to race, age, color, sex, religion, national origin or disability. The City of Anderson will make reasonable accommodations upon request to applicants with disabilities.