



# CITY OF CHINO

## Maintenance Worker

### Definition:

Under general supervision, performs semi-skilled, and/or skilled manual labor in the maintenance and repair of public works facilities in one or more of the assignment areas listed below; and performs related work as assigned.

### Class Characteristics:

Maintenance Workers are expected to perform assigned activities without detailed instructions as to specific procedures to be followed and may also be expected to assist in the training of Maintenance Worker Trainees. This is the journey level position in the maintenance class series.

### Essential Functions:

#### All Assignments

- Perform unskilled, semi-skilled, and/or skilled manual labor in the maintenance and repair of public works facilities including sewer systems, streets, traffic systems, sidewalks, signs, parks, graffiti removal, tree trimming and planting, and abatement of nuisances in the public right-of-way.
- Answer emergency calls from the public and other agencies taking appropriate action such as placing barricades, removing fallen trees and limbs, replacing street signs and emergency patching of streets or flood control facilities.
- Interact with co-workers at all levels in the organization in a collaborative and customer service-oriented manner.
- Maintain prompt and regular attendance.
- Perform all duties within the context of the City's Mission Statement and Organizational Values.

#### Grounds

- Participate in the work of a crew engaged in the removal of graffiti including sandblasting, chemically cleaning, and painting surfaces; uses a variety of equipment and tools such as sandblaster, airless pump machine, rollers, trucks, etc.
- Participate in the work of a park maintenance crew in operating power and hand tools; operating, maintaining, and repairing in-ground sprinkler systems; cleaning walks, parking areas, and other areas of leaves and other debris; removing trash; operating blowers, sweepers, clippers, sprayers, and other equipment or vehicles; cleaning and repairing restrooms and park equipment; performing minor and major tune-ups, replacing parts or repairing equipment such as sharpening blades; perform routine maintenance and equipment safety inspections; assist tree trimming crews by chipping limbs, stumping, and trimming trees.

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### Streets

- Participate in the work of the street maintenance crew engaged in repairing and replacing concrete sidewalks, curbs, gutters, and other concrete structures; repairing and maintaining City streets and alleys by patching with hot or cold asphalt mix and residential street overlay with hot asphalt; clearing storm drains and catch basins; operating a variety of equipment and using a variety of tools/equipment such as rollers, dump trucks, jack hammers, air compressors, tractors; setting up traffic control and safety zones.
- Participate in the work of a traffic crew engaged in installing and maintaining street signs and street markings; use a variety of equipment and tools such as welders, paint striper, airless painter, and chemical sprayer.

### Wastewater Collections

- Participate in the work of a crew engaged in the maintenance and repair of sewer mains, storm drains, and lift stations; assist in the operation of the Vactor/Jetter to clean sewer lines; clean blockages to sewer lines and storm drains.
- Work in lines, vaults and other confined spaces utilizing proper safety techniques and equipment in accordance with Cal-OSHA, City and departmental safety policies and procedures.
- Operate a variety of light, medium and heavy-duty motorized vehicles and equipment such as dump trucks, pick-up trucks, skip loaders, backhoes, vacuum trucks, televising van, sewer line inspection and cleaning equipment, directional light board, hazardous gas detectors and a variety of other hand, hydraulic and power tools and motorized equipment; clean and maintain tools and equipment used in the field.
- Operate sewer video equipment and software to assess new and existing sewer mains and structures.
- Respond to sanitary sewer overflows (SSOs) and participate in restoring flow containment and clean-up.
- Locate and mark underground wastewater utilities.

### **Qualifications:**

Any combination of education and experience that provides the required knowledge, skills, and abilities to perform the essential job duties of the position is qualifying. Incumbents will possess the most desirable combination of training, skills, and experience, as demonstrated in their past and current employment history. A typical example includes:

### All Assignments

### **Education:**

- High School Diploma or G.E.D. (required).

### Experience:

- Two years of relevant experience.

### Working knowledge of:

- Common tools and equipment used in construction and maintenance work.
- Grounds maintenance methods and techniques.
- Trees and plants.
- Operation and maintenance of tools and equipment used in grounds maintenance.
- Basic safety precautions and procedures.
- Traffic laws, ordinances and rules related to truck and heavy equipment operations.
- Standards relating to the proper installation and maintenance of street signs and pavement markings.
- Equipment and procedures involved in the installation, maintenance, and repair of sewer systems.
- Related laws, ordinances, rules, regulations, policies, and procedures.

### Skill in:

- Operation of a variety of equipment and vehicles.
- Use of hand and power tools.

### Ability to:

- Understand and carry out oral and written directions.
- Keep accurate records.
- Use a variety of tools and equipment.
- Perform heavy manual labor and physically strenuous tasks on a regular basis.
- Lift up to 50 lbs pounds on a regular basis.
- Perform unskilled, semi-skilled, and/or skilled task in a variety of construction and maintenance activities.
- Safely operate vehicles, equipment and stationary mechanical equipment and make minor adjustments and repairs.
- Respond to emergency and problem situations in an effective manner.
- Communicate effectively with a variety of personnel and establish/maintain effective working relationships.
- Learn and apply policies and procedures.
- Work safely, efficiently, and independently.
- Pour and mix concrete.
- Properly apply herbicides and pesticides in accordance with state regulations.
- Repair irrigation and sprinkler systems.
- Accurately read gauges and testing equipment.
- Deal tactfully and courteously with internal and external customers.

**Special Requirements:**

Full-time Assignments

- Possess and maintain a valid Class A California Driver's License with appropriate endorsements at time of appointment and a satisfactory driving record (***required for full-time staff***).

Part-time Assignments

- Possess and maintain a valid Class A California Driver's License with appropriate endorsements and a satisfactory driving record, OR must have the ability to obtain a valid Class A California Driver's License with appropriate endorsements ***within one year from date of appointment***.

All Assignments

- Due to safety regulations, when utilizing certain respirators and/or working with certain chemicals, incumbents may be prohibited from wearing contact lenses and/or glasses and beards, or other facial hair which may prevent a proper fit.
- Be available to work a varying and flexible schedule, Monday through Sunday, including holidays (hours/days to be adjusted as needed).
- Receive satisfactory results from a background investigation, a physical examination, which includes a drug screen, and an administrative review.

**Physical Profile:**

Category III - Heavy Physical Effort: This position requires exceptional physical ability associated with prolonged periods of heavy physical labor.

Characteristics: Positions in this category regularly perform heavy physical labor requiring ability to lift, carry, push, pull, and move heavy objects or materials. This category is distinguished from the moderate physical effort category by the greater physical demand for strength and endurance placed on the incumbent. Heavy physical effort is required while performing such tasks as operating heavy equipment, pouring concrete, masonry work, or preparing soil for landscaping. Physical functions may vary from position to position, but usually involve heavy physical exertion.

**Position Requirements:**

- Lifting, Heavy  
Lifting over 50 pounds, with frequent lifting, pushing and/or carrying of objects weighing over 25 pounds.
- Climbing  
Ascending or descending ladders, ramps, scaffolding, poles and the like; using feet and legs, and/or hands and arms.

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- Reaching  
Reaching above the shoulders to place and/or retrieve objects.
- Walking  
Ability to walk for prolonged periods of time (usually a minimum of two or more hours per day).
- Standing  
Ability to stand with little movement for long periods of time (usually a minimum of two or more hours per day).
- Agility  
Ability to move quickly and easily often including the ability to crawl, stoop or bend.
- Distant Vision, Acceptable for Driving  
Not less than 20/40 in each eye without correction or must correct to 20/40 in each eye and wear corrective lenses whenever driving.
- Temperatures  
Works in temperatures sufficiently high or low to cause marked bodily discomfort.
- Chemical or Biological Agents  
Regular contact with potentially harmful chemical or biological agents.
- Fumes  
Potential inhalation or contact with smoke, vapors, dust or gases.
- Heavy Equipment  
Operates various heavy equipment such as tractors, backhoes, graders, trucks, etc.
- Power Equipment  
Operates power tools or other machinery that are potentially hazardous.
- Work Environment - Outdoors  
Ability to work outdoors in all types of weather conditions.
- Work Environment - Moving Objects  
Ability to work around moving objects, machinery or vehicles.
- Work Environment - Surfaces  
Ability to walk on slippery or uneven surfaces.
- Confined Space Entry  
Ability to work in confined spaces using appropriate safety equipment.
- Heights  
Ability to work on surfaces above 20 feet.

## Maintenance Worker

### **Employee Unit:**

Depending upon assignment, American Federation of State, County, and Municipal Employees (AFSCME) District 36 or Part-time/Temporary/Seasonal

Revised: 03/08/2018

Replacing Maintenance Worker classification specification 04/06/17