

**CITY OF FORT BRAGG
JOB DESCRIPTION**

JOB TITLE: **MAINTENANCE WORKER II**

CLASS CODE: **123**

REPORTS TO: **Public Works Supervisor**

TYPE: **FBEO**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in this classification. Specifications are not to reflect all duties performed within the job.

POSITION SUMMARY:

Performs a variety of semi-skilled and skilled tasks in the construction, repair, installation and maintenance of streets, water/wastewater utility lines, buildings, parks and other public works facilities.

ESSENTIAL FUNCTIONS:

Lifting items of 80 pounds; walking on uneven surfaces; use of power and hand tools; constant bending; frequent climbing; hear oral instructions; speak to others clearly; work in confined spaces. Operate and maintain vehicle, kneeling, squatting, frequent climbing of ladders, lifting above shoulder and head, repetitious hand motion.

TYPICAL DUTIES AND RESPONSIBILITIES:

Essential functions may include, but are not limited to, the following:

- Maintain and operate the water distribution system.
- Install, tap, disinfect, test and connect water mains and appurtenances.
- Diagnose minor water problems and implement repairs.
- Diagnose minor sewer problems and implement repairs.
- Read water meters
- Maintain the sewer collection system.
- Remove and replace road surfacing material such as cold and hot asphalt using hand tools and power equipment.
- Excavate and expose wastewater lines and mains; clears blockages in line.
- Restore or replace broken sewer lines.
- Locate and repair leaks in mains and water service lines and replaces broken lines with proper sized pipe.
- Measure, lay out, and paint crosswalks, curbs, stop and center lines; operates paint-stripping machine to paint center lines.
- Make repairs to and maintain City buildings.
- Install, remove, replace, and repair water meters.
- Patrol for drainage problems and clean clogged storm drain basins.
- Maintain parks and park facilities, performing necessary landscaping and groundskeeping work.
- Clean and maintain equipment used in the course of work.
- Maintain Utility Map additions from jobs completed.
- Accurately complete work orders and track part usage.

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- Follow all City and Public Works Department policies.
- Perform other related duties as required.

MATERIALS, EQUIPMENT AND TOOLS:

Shovel, rake, jackhammer, vibratory compactor, vibratory plate, trucks, power tools, chain saw, sander, weed eater, paint machine, high pressure sewer truck, dump truck, hammer, wrench, pry-bar, pipe cutter, chain cutter, tapping machine, street sweeper, welder and torch. Leak detector, electronic pipe locator, root cutter, video pipe inspection camera, portable sewer rodder, asphalt roller, tractor loader, cement chain saw, sewer rodder vacuum truck, man lift use up to 44 feet high. Pavement oils, asphalt, petroleum products not limited to gasoline, diesel and motor oils, liquid propane, cement products, earth material (including dusts from them), latex paint, water, brass parts, cast iron parts, aluminum parts, galvanized parts, PVC pipe products, ABS pipe products, glues and primers, old lead pipe joints, non-friable asbestos cement pipe, epoxy glues, and various cleaners and disinfectants.

SPECIAL REQUIREMENTS:

Possession of a valid Class B or higher California driver's license.⁽¹⁾ Ability to obtain a Hazwoper 40-hour certificate, Traffic Control and Flagging Certificate. Obtain a Distribution 2 Certification within 18-months on the job.

DESIRABLE SKILLS, KNOWLEDGE AND ABILITIES:

Knowledge of:

- Methods, procedures, tools, techniques, equipment and supplies used in street, water and sewer underground construction and maintenance work.
- Probing, trenching and exposing underground utilities.
- Basic electricity up to 240 volt systems.
- Basic hydraulics and pneumatics.
- Basic or greater shop math.
- Welding and cutting.
- Minor fabrication and basic carpentry.
- Knowledge of reading blueprints and use of transit and level.
- Basic plumbing.
- Principle and practice of handling hazardous materials.
- Underground plumbing materials and procedures.
- Sub grade soil compaction practices.
- Safe work practices.
- Safe driving practices.

Ability to:

- Perform semi-skilled and skilled maintenance tasks in the construction, maintenance and repair of public works.
- Operate trucks and moderately heavy power-driven equipment when assigned.

⁽¹⁾ This requirement only applies to those employees possessing a Class B license as of April 1, 1996, or persons hired after April 1, 1996.

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- Use the hand and power tools and equipment required in general building, grounds, and utilities maintenance work.
- Perform heavy manual labor for extended periods under sometimes unfavorable conditions.
- To work in underground excavations with shoring.
- Read and write at the level required for successful job performance.
- Understand and carry out oral and written directions.
- Work cooperatively with other employees and the public.

MINIMUM EDUCATION/EXPERIENCE:

High School diploma or GED; and two-years experience in construction, installation and maintenance of infrastructure, or water/sewer collection systems.

DESIRABLE EXPERIENCE/EDUCATION:

Any combination of training and experience which would likely provide the required knowledges and abilities is qualifying.

PHYSICAL REQUIREMENTS:

Pass an initial drug test and random Department of Transportation drug screening tests. Constant exposure to sun, walking on uneven surfaces, bending, kneeling, squatting, twisting, exposure to airborne dust and loud noises; frequent climbing of ladders of up to 12' above ground, driving, working on slippery surfaces, working with toxic substances; occasional lifting of items weighing up to 80 pounds, lifting above shoulders, climbing of ladders of up to 20' above ground; ability to work in confined and cramped spaces; repetitive hand motion; hear verbal instructions; climb in/out of ditches; turn valves, lift and carry pipes; dig ditches; small motor skills; ability to climb flights of stairs.

NOTE: *Accommodations may be made for some of the essential functions/requirements listed for qualifying individuals who require such accommodation, due to a qualifying disability.*

Preparers Initials: _____

Date:

Department Head Signature: _____

Date:

City Manager's Signature: _____

Date:

I have read and understand the contents of the Job Description:

JOB TITLE: MAINTENANCE WORKER II

Employee Signature: _____

Date:

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Established 01/1996

Update/Revised: 02/2004