

**City of Sebastopol
Job Description**

Job Title: Maintenance Worker II
Division: Miscellaneous
Department: Public Works
Location: Corporation Yard
Shift: Daytime
Reports To: Public Works Superintendent
Prepared By: R. Puccinelli
Approved By: City Council
Approved Date: 07/01/1999
FLSA Status: Nonexempt

SUMMARY

Under general supervision, to operate light and moderately heavy power-driven equipment; to perform a variety of semiskilled or skilled manual tasks and to do specialized skilled jobs as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Operates light and moderately heavy power-driven equipment including loader, backhoe, dump truck, oiler, street sweeper and roller in the construction, maintenance and repair of City streets, water and sewer services or in other public works maintenance activities; oils, patches and resurfaces streets and other roadways; cleans and repairs water and sewer lines and mains as necessary; excavates trenches for the installation of water and sewer lines; may paint and/or install street signs, stop signs, fire hydrants and curbs; may install water meter services, water mains, valves and hydrant laterals; performs minor plumbing and electrical repair and installation work as necessary; maintains and repairs City public buildings; responds to emergency calls.

QUALIFICATIONS

To perform this job successfully, an individual must be able to learn and perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or one to two years related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

REASONING ABILITY

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or

diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Possession of an appropriate California operator's license issued by the State Department of Motor Vehicles.

OTHER QUALIFICATIONS

Establish and maintain cooperative working relationships with those contacted in the course of work.

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.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to sit and taste or smell. The employee must frequently lift and/or move up to 100 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and risk of electrical shock. The noise level in the work environment is usually loud.