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**Definition:** Under general supervision, the Senior Maintenance Worker supervises crews and performs a variety of skilled tasks in the construction and maintenance of public works, city facilities, and/or related work as required.

**Essential Duties:** Depending upon assignment, the duties of a Public Works Senior Maintenance Worker include:

- \* Receiving assignments from management staff and independently directing the work of maintenance workers and others in the repair and/or maintenance of streets and other paved surfaces.
- \* Assisting subordinate staff in tasks as necessary.
- \* Directing and participating in the repair and maintenance of storm drains, collection, and water systems.
- \* Operating a variety of light to heavy power driven equipment.
- \* Digging ditches, excavating and backfilling trenches.
- \* Measuring, laying out, and painting crosswalks, curb stops and center lines.
- \* Operating and training others on proper equipment operation.
- \* Supervising and reviewing the work of assigned crews.
- \* Ensuring proper care and use of motorized and hand tools as well as construction and safety equipment.
- \* Assisting in the maintenance of time sheets and records of materials used.
- \* Assisting in estimating personnel, equipment and materials needed for specific projects.
- \* Performing and responding to emergency calls including repair and installation of sewers, streets, water and storm drain lines and services.
- \* Enforcing safe work practices (SB 198) with all subordinate personnel.
- \* Responding to call backs and emergency calls within 30 minutes to the job site and being available during winter storm weather.
- \* Operating small trucks with manual transmission, two-ton dump trucks, loaders, personnel hoists, backhoes, and tamping equipment.
- \* Helping construct forms, boxes, fences, walls, and barricades.
- \* Using construction tools including asphalt rakes, shovels, hammers, tapping equipment, cement finishing equipment, chainsaws and light mechanical equipment.

**Special Requirements:** Vision, hearing, and physical ability adequate to obtain and maintain a California "Class B" Operator's License and operate in high vehicle traffic areas and construction sites; speak clearly and understandably. Ability to report to work at any hour of the day or night as required during a disaster or other emergency situation. Moderate and sometimes strenuous exertion required including crawling, climbing, lifting twisting, carrying and/or handling up to ninety (90) pounds. Work in confined spaces and wear protective garments. May work in conditions that require exposure to noise, odors, chemical and biological agents, gases, and contact with sanitary wastewater. Must maintain a forty-five-minute response time answering after hour and weekend service calls. Shall be a second responder to support supervisors in emergencies. Carry communication equipment after work hours in the absence of supervisor(s). Must also perform stand-by duty.

**Minimum Qualifications:**

**Knowledge of:** Means and methods for general construction, repairs and maintenance of typical city utilities; materials used in construction work; operation of light and heavy equipment; safe work practices;

asphalt work; cement finishing; and laws and requirements governing Underground Service Alert markings; work scheduling; record keeping; standard safety practices and procedures; methods and terminology used in the maintenance of utilities, easements, rights-of-way; the operation and use of a variety of hand and power tools used in performing maintenance work; the operation and use of heavy equipment, methods, materials, equipment used in maintenance and State and Federal requirements for safety labeling of chemicals.

**Ability to:** Think and act quickly in emergencies; judge situations and people accurately; understand and carry out oral and written instructions and/or directions; meet standards of adequate physical stature, endurance and agility; establish and maintain cooperative relationships with fellow co-workers, management and residents; shovel and/or lift up to 90 pounds in a safe manner; perform skilled maintenance activities; supervise assigned crews in the performance of collections, water, storms or street maintenance and repair tasks; read and interpret work plans; train, monitor and correct crews in proper safe working habits and procedures. Assist the work of crews in equipment operation, street construction, water and sewer, and storm drain maintenance work, and other various Public Works activities; operates backhoe equipment safely and effectively. Supervise and coordinate work in the absence of the Lead Worker; keep records and make accurate written reports, follow oral and written instructions; communicate effectively orally and in writing; set up safe work zones, follow Injury Prevention Program (IPP) procedures, follow National Pollutant Discharge Elimination System (NPDES) rules and regulations and train subordinates.

**Education:** Equivalent to completion of the twelfth (12) grade.

**Experience:** At least two years full-time or four years part-time experience in construction maintenance work. Additional experience in supervision and Public Works maintenance systems is preferred.

**License:** Must currently possess and maintain a valid California Operator's License issued by the Department of Motor Vehicles and within six months of hire must possess and maintain a valid California "Class B" License with required endorsements, and a satisfactory driving record.

**Certification:** If assigned to the Water Division, must possess and maintain a Department of Health Services (DOHS) Grade II Water Certification within one (1) year from date of hire. If assigned to the Collections Divisions, must possess and maintain a California Water Environment Association (CWEA) Grade I Certificate within one (1) year from date of hire.