

PUBLIC WORKS MAINTENANCE WORKER I

DEFINITION

Under general supervision, to perform a variety of assignments in the maintenance, repair, and construction of roads, bridges and drainage systems; to learn to operate light equipment; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the entry and training level in the Public Works Maintenance Worker Class series. Incumbents initially work under close supervision in a training and learning capacity. When sufficient job knowledge is obtained and sound work habits have been demonstrated, an incumbent may be promoted to the level of Public Works Maintenance Worker II, provided that they perform a range of assignments beyond heavy physical labor and driving. Public Works Maintenance Worker I is distinguished by the performance of a lesser scope of work assignments with closer supervision than Public Works Maintenance Worker II.

REPORTS TO

Public Works Maintenance Supervisor.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

PUBLIC WORKS MAINTENANCE WORKER I - 2

EXAMPLES OF DUTIES

- Assists with and performs a variety of unskilled and semi-skilled duties in the maintenance, construction, and repair of County roads, bridges, and drainage systems.
- Learns to operate basic road maintenance equipment such as trucks, snowplows, and loaders.
- Performs unskilled duties such as cutting weeds, clearing debris, cleaning ditches, and painting guard rails.
- Paves, patches, and repairs roads and streets.
- Mixes oil and base materials for road patching and resurfacing.
- Loads, rakes, and shovels asphalt.
- Hand sweeps surfaces.
- Operates hand tools such as jackhammers and chain saws.
- Straightens and replaces snow stakes and road signs.
- May drive vehicles to transport materials, tools, and equipment.
- Performs routine maintenance and repair tasks on equipment.
- Acts as a flag person for road repair and maintenance crews.
- Performs shovel work, opening, widening, and backfilling excavations.
- Performs maintenance work around the Public Works yard.
- Performs shipping and receiving assignments.
- Maintains inventory and orders small tools and road signs.
- May order cleaning supplies.
- May maintain the culvert pipe yard, loading and unloading pipes and bands.
- Stocks and distributes truck parts and chains.
- Assists with the installation and repair of traffic control and warning signs.

TYPICAL PHYSICAL REQUIREMENTS

Frequently stand and walk; sit for extended periods; ability to stoop, kneel or crouch to pick up or move objects; walk for long distances and on sloped ground and uneven surfaces; lift and move objects weighing over 100 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of maintenance equipment such as backhoes, front end loaders, and snowplows.

TYPICAL WORKING CONDITIONS

Work is performed outdoors in varying temperature, weather, and humidity condition; work is performed in environment with constant noise; exposure to grease and oils; exposure to moving equipment; exposure to electrical current; constant contact with staff and the public.

PUBLIC WORKS MAINTENANCE WORKER I - 3

DESIRABLE QUALIFICATIONS

Knowledge of:

- Safe driving practices and the California Vehicle Code relating to the operation of motor vehicles.
- Work safety practices.

Ability to:

- Perform a variety of unskilled and semi-skilled work in the maintenance, construction, and repair of County roads, bridges, culverts, and public works facilities.
- Learn to operate light equipment.
- Maintain basic records.
- Perform heavy physical labor.
- Follow oral and written directions.
- Maintain and make basic repairs to equipment.
- Establish and maintain cooperative working relationships.

Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Some previous work experience performing heavy physical labor is highly desirable.

Special Requirements: Possession of an appropriate valid and current California Driver's License required to meet the performance requirements of the position.