

CITY OF MADERA

PUBLIC WORKS MAINTENANCE TECHNICIAN

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, performs skilled, specialized work in the construction, maintenance, repair, and modification of municipal facilities and equipment in one or more Public Works Divisions; to provide technical advice on special plumbing, mechanical, carpentry, or welding problems; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The **Public Works Maintenance Technician** is a journey level class. Work involves the responsibility for technical tasks relating to construction, repair, and maintenance of City facilities, infrastructures and equipment in a variety of general or specialized trades, including building maintenance and welding. Positions assigned to this classification are expected to perform with a high degree of independence and may be responsible for project supervision of one or more less experienced workers.

SUPERVISION RECEIVED/EXERCISED:

Receives general supervision from the Division Operations Manager.

Technical or functional supervision may also be provided by higher level Public Works personnel. Assignments may include technical or functional supervision of maintenance personnel, depending upon the project assignment.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- § Performs a variety of work in the maintenance, construction alteration and repair of City Facilities and equipment such as Storm Pump Stations, Water Well sites, Bridges, Sewer Lift Stations, Storm Ponds and various other sites. Performs both skilled and semi-skilled maintenance in many trade areas, inspects both sites and equipment to locate conditions needing repair and maintenance; prepares job cost estimates, materials lists and time estimates.
- § Prepare, fabricate, weld, repair and install metal equipment for city facilities and vehicles. Installs auxiliary equipment on public safety vehicles such as warning lights and racks. Maintains welding tools and equipment. Determine

requirements for each welding project and requisition materials, equipment and supplies. Fabricate and install security fencing and other types of protective devices to ensure site security.

- § Repairs and performs concrete construction. Design, form and finish. Perform repairs to bridges, drains, and other infrastructure as needed.
- § Maintain, install, and repair various types of pumps on equipment, in storm pump stations and at well sites. Maintain, operate and repair natural gas engines as well as other types of engines, pumps, hydraulics, 12 volt systems, etc., as needed.
- § Demonstrates a full understanding of applicable policies, procedures and work methods associated with assigned duties; responds to questions and concerns from the general public; provides information as is appropriate and resolves public service complaints.
- § Establishes positive working relationships with representatives of community organizations, state/local agencies, City management, staff and the public.

WORKING CONDITIONS:

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movements in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The position entails working in situations that may expose the employee to fumes or airborne particles, electrical shock or mechanical hazards. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles, work in heavy vehicle traffic conditions and often work with constant interruptions.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a Public Works Maintenance Technician. A typical way of obtaining the required qualifications is to possess the equivalent of two years of experience in one or more of the building trades or five years experience in semiskilled building trades work and a high school diploma or equivalent

License or Certificate:

Possession of or ability to obtain a valid class C California motor vehicle operator's license. A valid class A or B California motor vehicle operator's license and possession of a Grade I Water Distribution Operator Certificate may be required for some positions.

KNOWLEDGE/.ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

Knowledge of:

Principles, practices and procedures used in the specialized trade to which assigned. Methods and techniques used in estimating time and materials for assigned projects. Basic principles of mathematics. Understand and carry out oral and written directions. Maintain effective working relationships with others encountered in the course of work. Train and assist others as assigned.

Ability to:

Read and interpret construction drawings, plans and blueprints. Understand the occupational hazards and standard safety precautions necessary in the work. Inspect sites to locate conditions needing repair. Perform highly skilled work in trade areas such as street maintenance, water system maintenance, cement work, carpentry or welding. Work on assigned projects with a high degree of independence.

Skill to:

Safely and effectively operate a variety of equipment, power and hand tools used in the construction, maintenance and repair of City facilities and infrastructure.