

**CITY OF MADERA**  
**PUBLIC WORKS MAINTENANCE WORKER II**

*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 the full array of duties assigned to classes in the Public Works Maintenance Worker series including maintenance and construction work in one or more Public Works divisions; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; occasionally assists in the training of lower level Public Works Maintenance Worker I positions; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

The **Public Works Maintenance Worker II** is the journey level class responsible for a wide variety of maintenance and construction tasks. This classification is distinguished from the next lower classification of Public Works Maintenance Worker I by the performance of more complex, semi-skilled and skilled tasks.

**SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from a Public Works Operations Manager or Public Works Maintenance Lead Worker. Incumbents of this class do not routinely exercise supervision.

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

- Performs maintenance, repair, construction and installation work in streets, water, sewers and buildings.
- Streets: Break and remove surfaces, dig, shovel, haul, load and unload materials; operates jack hammers, pavement breakers and other hand and power tools; rolls and irons asphalt; operates trucks and other construction vehicles and equipment; assists in the installation and maintenance of City signs, road markings, striping and delineators; paints street lines and crosswalks.
- Water & Sewer: Constructs and repairs storm conduits, curbs, gutters and drainage facilities; installs, repairs and maintains water and sewer mains and lines; makes new sewer connections; repairs drains and sewer facilities; operates jack hammers and other tools and equipment; inspects tools and equipment for safety and mechanical defects; installs and repairs water service connections, meters and boxes; operates trucks and other construction vehicles and equipment; locates and repairs leaks in water lines; cleans storm drains, flood control facilities and inlets; responds to emergency calls.
- Building Maintenance: Performs maintenance, diagnostic and minor carpentry, plumbing, and electrical, of City buildings.

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- **Welding:** Fabricates, repairs, and installs metal equipment for City facilities and vehicles; designs and makes specialized tools, fences, gates, rails, screens, playground equipment, pipes, bumpers and metal racks; repairs damaged equipment on vehicles including street sweepers, sewer cleaning equipment, trucks, cranes, tractors, mowers, vacuums and street striping equipment; determines requirements for each welding project, and requisitions materials, equipment and supplies; maintains welding tools and equipment; estimates job costs and time requirements; installs auxiliary equipment on public safety vehicles.
- 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 and 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 movement 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 incumbent may use cleaning and lubricating chemicals which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, 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 Worker II**. A typical way of obtaining the required qualifications is to possess the equivalent of two years of experience in construction, maintenance or related work, and a high school diploma or equivalent.

#### **License/Certificate:**

A valid class B California driver's license may be required for some positions. Possession of, or the ability to obtain, a Grade I Water Distribution Operator Certificate within 12 months of hire 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:**

Practices, techniques and materials used in maintenance, construction, mechanics, welding and repair of streets, building, sewer and water treatment facilities; practice and procedure used in weed abatement; safety requirements for operation of trucks and other equipment; basic principles of mathematics; occupational hazards and standard safety procedures.

**Ability to:**

Perform maintenance, repair and installation of asphalt, signs, concrete and storm drains; operate a variety of tools and equipment used in maintenance and construction; operate hand and power tools competently and safely; perform heavy manual labor; drive and operate truck and construction equipment; observe safety principles and work in a safe manner; follow written and oral directions; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

**Skill to:**

Safely and effectively operate a variety of maintenance equipment, tools and materials.