

Humboldt Bay Municipal Water District

MAINTENANCE WORKER - OM4

Position Description

GENERAL PURPOSE

Under direct supervision, performs a variety of light and heavy maintenance work. Assists journey Maintenance Mechanics and other staff members as requested with a variety of maintenance activities, system inspections, and periodic construction activities.

Under general supervision, performs a variety of grounds-keeping work including mowing, right-of-way clearing, painting, cleaning, and trash removal.

This is an entry level position. Initially, the employee will work under close supervision to learn about the District's water system and maintenance program. As experience and District knowledge is gained, the employee may work more independently on a variety of assignments.

ESSENTIAL FUNCTIONS AND DUTIES

1. Performs a variety of grounds-keeping and maintenance activities at District parks, other properties, and rights-of-ways, including mowing, weed-whacking, trimming, trash removal, and painting.
2. Performs a variety of minor maintenance on District buildings and structures.
3. Assists in the construction and major maintenance of District buildings and structures.
4. Assists in the construction, maintenance, and repair of pipelines and other water system facilities.
5. Performs inspections of pumping and treatment facilities and associated equipment.
6. Assists in traffic control and confined space entry operations.
7. Responds to after hour emergencies as needed.
8. Inspects for safe operation and maintains all types of grounds-keeping equipment, hand, power, and pneumatic tools, such as but not limited to: chain saws, string trimmers, mowers, wood chipper, nail gun, drills, circular saw.
9. May operate a variety of larger equipment such as but not limited to: forklift, field mower, vacuum equipment, overhead cranes.
10. Performs other duties as required.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

1. Basic repair and maintenance skills.
2. Ability to follow directions.
3. Ability to direct seasonal / part-time workers as needed.
4. Safe operation of a variety of vehicles, grounds-keeping and power-driven tools and equipment.

5. Ability to follow Safety Program and safe work practices.
6. Ability to develop cooperative working relationships to solve practical problems
7. Ability to coordinate work with a team, among a small close-knit workforce.

TRAINING AND EXPERIENCE

Any combination of training and experience that provides the required knowledge and abilities is qualifying. A typical way to obtain the requisite knowledge and abilities would be:

1. High school diploma or GED.
2. Prior maintenance or other work experience in a related field.

SPECIAL REQUIREMENTS

1. Must possess the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Employees must maintain a driving record acceptable to the District and its insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of continuing employment.
2. May work odd shifts, weekends, or holidays. Must be available to respond to emergencies which affect the District such as earthquakes, power outages, pipeline breaks, high water events, and other similar events.
3. In order to wear respiratory protection or other safety equipment, facial hair must be maintained as to keep hair growth out from between the skin and the facepiece sealing surface (such as stubble beard growth, beard, mustache, or sideburns).
4. Must be able to participate in confined space operations.
5. Must acquire basic American Red Cross First Aid/CPR certificates during the initial year of employment.
6. May require multi-day assignments at Ruth Lake.

ESSENTIAL PHYSICAL ABILITIES

Persons selected for appointment to this position must pass a pre-employment medical examination and drug screening which the District pays for. The medical examination is intended to evaluate the applicant's ability to meet the physical and health requirements for this job classification.

Must possess the mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work; to work in confined spaces, around machines, and to climb and descend ladders.

A person employed in this position must be able to:

1. Conduct physical work for the majority of the day;
2. Operate motor vehicles and grounds-keeping equipment such as mowers, weed-whackers, chain saws, chippers, hedge trimmers, etc.;
3. Operate a variety of hand and electric tools;
4. Perform a variety of physical activities which may involve reaching, bending, squatting, kneeling, crouching, crawling, climbing, and also manual dexterity;
5. Perform additional physical activities to position or move tools, equipment, and supplies which may involve lifting, and pushing or pulling motions;
6. Wear a respirator and other personal protective equipment;

7. Understand and carry out oral and written directions;
8. Communicate well with others, work cooperatively, and get along well with other people.