

JOB DESCRIPTION

City of Patterson



Human Resources

PART-TIME MAINTENANCE WORKER

JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

This is the entry level class in the Maintenance Worker Series and as such, applicants are trained and learn to become gradually more independent in, performing unskilled and semi-skilled manual labor in the repair, maintenance, construction, landscaping and cleanup of public works, parks and city facilities and services.

SUPERVISION RECEIVED AND EXERCISED

Receives supervision from full-time supervisory and management staff.

This position does not exercise supervision.

ESSENTIAL DUTIES

Typical essential duties may include, but are not limited to:

Assist with digging out, breaking up and hauling away damaged sidewalks, gutters, curbs, and asphalt pavements.

Learn to spread, rake, tamp and roll asphalt.

Learn to seal street cracks.

Assist with painting street signs, crossings, crosswalks, curbs, and centerlines.

Assist in cleaning and repairing storm drains.

Pick up trash and debris from city sites and remove noxious weeds.

Learn to repair and/or install sewer mains and lines.

Assist in television monitoring of sewer mains and lines.

Learn to install new water and irrigation services and repair leaks, broken water mains and damaged pipes.

Learn to repair and maintain water meters and fire hydrants.

Learn to install water mains and fire hydrants.

Learn to operate a variety of trucks and equipment, including dump trucks, vector trucks, rollers, front-end loaders, backhoe, tractors, air hammers, pavement breakers, lawn mowers and other turf maintenance equipment.

Vacuum floors, sanitize restrooms, empty trash, change light bulbs and other facility maintenance duties.
Work with concrete, asphalt, and other building materials, including carpentry, painting, and plumbing.
Assist in repairing or installing landscape irrigation systems.
Pick up trash and debris.
Make sandbags and clear grates.
Learn to trim, prune, and remove landscaping and shrubbery.
Assists with preparation and maintenance of athletic fields, aquatic facility and other related facilities.
Assist in repairing and maintaining alleys and City rights-of-way.
Perform related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: Basic methods, techniques, tools, materials and equipment used in the cleaning, maintenance, repair and construction of facilities, adjacent grounds, and parks; basic carpentry, plumbing, and electrical repair techniques; operating characteristics used in the safe operation of equipment used for forming, pouring and finishing concrete, gutters, and sidewalks; basic methods, procedures, and equipment used in maintenance, repair and construction of sewer and water systems; work safety procedures and practices; applicable rules, codes and regulations, policies and procedures, including those for job site traffic control; athletic field maintenance; and effective public service techniques.

Ability to: Understand and follow oral and written instructions; perform light to heavy manual labor for extended periods, occasionally under severe weather conditions; perform basic construction, maintenance and repair work; refer for additional repair to qualified service personnel, as appropriate; learn and apply proper procedures for mixing and using cleaning solvents and other chemicals used in janitorial and building maintenance work; apply proper procedures for herbicides, pesticides and other chemicals used; perform routine equipment maintenance; learn to identify and appropriately address safety hazards; learn to safely and effectively operate an assigned vehicle and work-related hand and power tools and equipment; learn and apply applicable codes, rules and regulations, policies, and procedures; follow work safety procedures and practices; complete and maintain basic work activity and time reports and purchase requisitions; and establish and maintain effective working relationships with co-workers and the general public.

NECESSARY SPECIAL REQUIREMENTS

Must be 18 years of age or older (use only if applicable)

Must successfully pass pre-employment examinations which may include various position related background, fingerprint, reference, medical, physical agility, second language ability, certificate, or license verifications.

Must be able to provide proof of U.S. citizenship or legal right to work in the United States.

MINIMUM QUALIFICATIONS

Education:

United States High School Diploma or United States GED equivalent. Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

Experience: Experience and or supervised training performing manual labor, general maintenance, construction, or landscaping or any of the duties described in the Essential Duties section of this job description.

License: Possession of a driver's license at the appropriate level including necessary special endorsements required by the State of California may be required for some positions to perform the essential job functions of the position.

Classification: Entry-level

PHYSICAL REQUIREMENTS

Environmental Conditions: Work is performed in a field environment in various weather conditions with noise, chemicals, electrical energy or radian energy, odors, vibrations, poor lighting, in hazardous areas, slippery, uneven surfaces and in/around moving machinery.

Physical Conditions: While performing the duties of this job, the employee regularly stands and walks for long periods of time, and walks over uneven surfaces. The employee is required to have acceptable eyesight (with or without correction), acceptable hearing (with or without correction), depth perception, and the ability to distinguish colors and detect odors. Must have physical agility to push/pull, have good manual dexterity, climb, bend, kneel, stoop, and reach overhead, lift, and carry job related equipment weighing 45 pounds and over.

NECESSARY SPECIAL REQUIREMENTS

NONE

FLSA Exemption Status: Non-exempt – At Will

Established: September 28, 2016

Revised: April 5, 2018
August 18, 2021
July 25, 2023