



## MAINTENANCE WORKER II

Department:	<b>Public Works</b>	FLSA Status:	<b>Non-Exempt</b>
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**GENERAL PURPOSE:** Under the general supervision of the Maintenance Crewleader participates and coordinates the activities of assigned maintenance work crews; participates in maintaining City buildings, grounds, and/or streets; provides general maintenance assistance to City departments; prepares maintenance records and documentation; and performs other related duties. and performs a variety of street and/or other maintenance duties on behalf of the City's Public Works Department; conducts skilled welding and masonry work; operates and maintains various types of maintenance equipment and tools; and performs other related duties as assigned.

### **TYPICAL DUTIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Provides assistance in ensuring the City's streets, grounds, and/or other facilities are safely and properly maintained for use by employees and the general public.
- Communicates with City departments and outside agencies regarding maintenance activities.
- Repairs and patches streets and/or other paved surfaces; applies asphalt; fills road holes and cracks.
- Stripes streets; paints cross walks and other types of road markings.
- Repairs and maintains street signs; changes street light bulbs.
- Trims trees obstructing roads and/or street signs.
- Cleans, repairs, and maintains alley ways.
- Performs welding and/or masonry work.
- Removes graffiti and/or performs repairs due to vandalism.
- Assists with setting up/taking down special events; installs banners.
- Operates and maintains various types of street maintenance equipment.
- Acts on behalf of the Maintenance Crewleader in his/her absence and performs related duties.

**JOB DESCRIPTION**  
**Maintenance Worker II**

**MINIMUM QUALIFICATIONS:**

**Education and Experience:**

High School Diploma or equivalent; AND two years experience in street maintenance and heavy equipment operation; OR an equivalent combination of education and experience.

**Required Licenses or Certifications:**

- Must possess a valid California Class B Commercial Driver's License.
- Welder Certification is required.

**Required Knowledge of:**

- Public Works Department operations, policies, and procedures.
- Principles and practices of street maintenance.

**Required Knowledge of (continued):**

- Public Works Department operations, policies, and procedures.
- Principles and practices of building, street, and ground maintenance.
- Regulations governing the maintenance of public buildings, grounds, and streets.
- Various types of construction/maintenance equipment relative to public works operations.
- Maintenance records, reports, and documentation.
- General supervisory principles, practices, and methods.

**Required Skill in:**

- Leading and coordinating the activities of maintenance work crews.
- Assisting in ensuring the City's buildings and public areas are safely and properly maintained.
- Participating in repairing and maintaining City streets, grounds, and buildings.
- Safely operating and maintaining departmental equipment and tools.
- Preparing and maintaining various types of maintenance records and reports.
- Establishing and maintaining cooperative working relationships with work crew personnel, City departments, outside agencies, vendors, suppliers, and the general public.

**Physical Demands / Work Environment:**

- Work is performed outdoors.
- Subject to sitting, standing, walking, bending, reaching, crouching, operating and climbing in and out of heavy equipment, performing manual labor, and lifting of objects up to 50 pounds.
- Exposure to variable weather conditions, vehicle traffic, machinery with moving parts, and noise from equipment operation, hazardous materials/chemicals, and infectious diseases is involved.