

MAINTENANCE WORKER III

GENERAL PURPOSE:

Under general supervision, performs highly skilled maintenance work and serves in a lead capacity over other Maintenance Workers; performs other related duties as required.

This class is the senior journey level class assigned to the maintenance, water or wastewater sections of the Public Works Department. Maintenance Worker III is distinguished from Maintenance Worker II by performing maintenance work of greater complexity and requiring a higher degree of skill. Positions in this class typically receive direction from a Maintenance Supervisor or other managers, perform highly skilled maintenance work, participate in and lead the work of 2-4 Maintenance Worker I's and II's for specific public works projects of limited scope and duration on a regular basis, and may be asked to oversee City special events.

Maintenance Worker III is distinguished from Maintenance Supervisor in that the latter receives direction from a division manager, oversees a broad range of maintenance, water or wastewater functions, provides functional and technical direction to various crews and performs a variety of administrative duties.

Positions may be required to work shifts, weekends and/or holidays and be designated "stand-by" status.

ESSENTIAL JOB FUNCTIONS:

The listed tasks are essential to this class and may include, but are not limited to the following: Performs highly skilled work in street/water/wastewater/storm operations, maintenance and repair; participates in, leads and reviews the work of staff involved in maintenance, repair and construction work by providing technical training, guidance, advice and assistance; plan, schedule, coordinate, and train crew members; works with employees to correct deficiencies; solves problems related to assigned maintenance projects; evaluate and recommend changes to work methods, practices, and priorities; sets up job site ensuring adherence to proper safety precautions, use of appropriate equipment and proper work techniques; review plans for projects; plans, estimates time, material costs and recommends materials needed for each project; identifies equipment needs for each assigned project; coordinates or may assist in the coordination of City special events; participates in the full range of maintenance, repair, and construction duties, including performing the more difficult duties assigned to the work unit; operates a full range of heavy and light equipment including power tools; contacts vendors for information on supplies; requisitions supplies as needed; responds to questions and provides information to the public and other City staff on specific public works projects; keeps superiors informed of project status, prepare and maintain spreadsheets and/or databases using desktop and mobile computers and equipment for compliance and

infrastructure management programs; document material inventory, field safety, construction activity, operation and infrastructure management data; performs other duties as assigned.

QUALIFICATIONS:

Training and Experience: High school graduation or G.E.D –AND- Two years of responsible public works experience –or- two years as a Maintenance Worker II with the City of Manhattan Beach.

Licenses and Certificates: Must possess a valid California driver's license at the time of employment. Must obtain a Class "A" driver's license within one year of employment.

Positions assigned to Water must poses a State Water Resources Control Board Water Distribution Grade 3 certificate.

Knowledge, Skills and Abilities: Advanced knowledge of: methods, tools, and equipment used in maintenance, construction and repair work; workplace safety precautions and practices necessary when operating and working with tools, vehicles and heavy/light duty equipment; City public works procedures and departmental operations. Skill in: performing highly technical projects independently or with a crew of workers; overseeing and training others in maintenance and repair work; Ability to: effectively communicate orally and in writing with superiors, subordinate personnel, members of the public and other City staff; ability to provide clear instructions to assigned crew; lift, carry, and move heavy objects, perform heavy skilled and strenuous manual labor at varied locations; safely use, care for and maintain tools and equipment; recognize and be alert to hazardous situations; solve problems of limited scope and complexity; follow verbal and written instructions; effectively interface with City staff, other employees and members of the public.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

While performing the duties of this job, the employee is frequently required to drive and operate various types of equipment, stand, walk, use hands to handle or operate objects, tools, or controls; reach, climb, balance, stoop, kneel, crouch or crawl; hear, talk, smell; and frequently use arms, legs and back to lift and/or move up to 100 pounds. Must submit to random drug testing in accordance with the City's policy regarding drug and alcohol testing for employees under the authority of the Federal Highway Administration.

The position requires specific vision abilities, including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus on small objects. The employee regularly works outdoors and may be exposed to variable weather conditions; regularly work near moving vehicles and mechanical parts and occasionally in high precarious places. May be exposed to wet and/or humid conditions, fumes, smoke and/or airborne particles, toxic or caustic chemicals, risk of electric shock and vibration. The noise level in the environment is usually moderate to loud.