



MAINTENANCE TECHNICIAN

Definition:

Under the direct supervision of the Field Services Manager, performs a wide variety of skilled and common maintenance tasks.

Distinguishing Characteristics:

The Maintenance Technician is an entry-level position. Employees at this level are not expected to perform with the same independence of direction and judgment on matters as positions allocated to the Senior Maintenance Technician class. Since employees in this class may only have limited work experience they will work under immediate supervision while learning the functional/technical aspects of their positions.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. May be asked to assist in operating or operate on a training basis various vehicles and machinery, such as trucks, skip loaders, trenchers, and chippers, as well as smaller equipment, such as chain saws, paint sprayers, and high-pressure water sprayers.
2. Maintains and replaces signs.
3. Performs minor carpentry projects.
4. Performs landscaping planting, clears brush, prunes and maintains trees and shrubs, and sprays herbicides.
5. Minor plumbing repairs, and the installation and maintenance of irrigation.
6. Assists with the maintenance and repairs of light and power systems, such as street lights, traffic signals, generator service, switches, lighting circuits (i.e. contactors and timers), pumps, and clocks.
7. Completes daily service request logs.
8. Participates in a cooperative manner with a small crew and in a team atmosphere.
9. Performs other related duties as required.

Minimum Knowledge, Skill and Ability:

Knowledge of:

- Operating equipment (i.e. chain saws, weed eaters, skip loader, dump truck, water truck, street sweeper, and aerial lift truck).
- Plumbing, basic landscape maintenance, basic carpentry, and building repair.
- Functions, policies, and procedures of relevant departments and/or operations.
- Relevant mathematical principles and functions.
- English usage, spelling, grammar, and punctuation.

- Professional writing techniques.

Skill and Ability to:

- Plan, organize, prioritize, and perform duties as assigned with minimal supervision.
- Interpret and apply department policies and procedures.
- Communicate clearly and concisely, both orally and in writing.
- Research and compile information.
- Maintain records.
- Establish and maintain effective working relationships with the public and all levels of staff and management.
- Adapt in a high-volume, fast-paced working atmosphere with multiple activities.

Training and Experience:

Any equivalent combination of training and experience that provides the required knowledge, skills, and abilities could be considered qualifying. A typical way to obtain the knowledge, skills, and abilities would be a high school diploma, plus one year related experience or community college coursework in public works, engineering, landscaping, construction, or a related field.

Licenses and Certificates:

Possession of a valid California driver's license with a clean driving record is required by the date of hire.

Physical Requirements and Working Conditions:

- Requires willingness to participate in On Call and Emergency Callback programs.
- Requires vision (which may be corrected) to read small print.
- Requires mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Performs lifting, pushing, and/or pulling which exceeds 100 pounds and is a frequent aspect of the job.
- Subject to inside and outside environmental conditions.