

# CITY OF FOLSOM

## SENIOR MAINTENANCE WORKER

### **DEFINITION**

Under general supervision, lead, assist, and schedule a crew in general maintenance activities, including routine cleaning and maintenance of grounds, parks, and/or other facilities, or specialized maintenance including installation, repair, and maintenance of irrigation systems, collection of residential and commercial refuse and recyclables from the City driving heavy equipment requiring a Class A or B license on a continuous basis, and fertilization and/or pesticide spraying. Incumbents may oversee, monitor, and/or direct the work of lower level personnel.

### **DISTINGUISHING CHARACTERISTICS**

The Senior Maintenance Worker is the lead level in the Maintenance Worker series. Incumbents provide direction to lower level staff including assigning, directing, and reviewing the work of staff. Positions at this level are distinguished from those in the lower classification of Maintenance Specialist by performing lead work. This class is distinguished from the class of Maintenance Supervisor in that the latter serves as the full supervisor of incumbents in the lower levels of the series.

### **EXAMPLES OF ESSENTIAL DUTIES**

**NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all duties the listed.**

- Assist a park crew in trimming, planting, transplanting, irrigating, cultivating, and maintaining grass and turf areas using hand-operated and power-operated equipment.
- Assist park crew members in the use of hand and power tools.
- Oversee general and specialized maintenance work performed by lower level personnel.
- Plan, oversee, and coordinate set up and break down of special events.
- Lead and perform installation, maintenance, and repair of sprinkler systems.
- Schedule daily routes for solid waste collection drivers.
- Operate equipment to collect and dispose of city refuse and recyclables.
- Respond to customer complaints and determine new customers' needs.
- Purchase tools and supplies from local sources.
- Maintain various records, reports, and correspondence.
- Train new employees in operation of various equipment.
- May apply herbicides, pesticides, and fertilizers.
- Install pipe and plumbing fixtures.
- Act as contact person when working with various crews.
- Perform related duties as assigned.

## **EMPLOYMENT STANDARDS**

**NOTE: The level and scope of the following knowledge and abilities are related to duties listed under the “Examples of Essential Duties” section of this specification.**

### **Knowledge of:**

- Methods and techniques of carpentry, masonry, plumbing, electrical, concrete, and related craft trades used in the maintenance and repair of parks.
- Safe and effective use of hand and power tools.
- Basic principles and practices of managing, planning, and scheduling work.
- Safe work practices.
- Various equipment used in refuse collection and maintenance of grounds, parks, and/or other facilities.
- Basic math.
- Common word processing, spreadsheets, and database software.

### **Ability to:**

- Oversee a crew of workers performing general or specialized maintenance.
- Troubleshoot and repair faulty irrigation valves, sprinklers, and controllers.
- Plan and schedule work routes.
- Operate power tools and motorized equipment used in park maintenance and equipment used in refuse collection.
- Maintain various records of work accomplished and prepare summary reports of activities.
- Understand and follow oral and written instructions.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Effectively communicate verbally and in writing.

### **Minimum Qualifications:**

#### **Experience:**

One (1) year of full-time experience as a Maintenance Specialist with the City of Folsom in the designated functional area (grounds and park maintenance; irrigation systems; and/or the aquatic facility).

OR

Two (2) years of full-time experience as a Refuse Driver with the City of Folsom.

OR

Three (3) years of full-time experience performing general maintenance work in the designated functional area (grounds and park maintenance; refuse collection; irrigation systems; and/or heavy equipment operation).

**License, Certificate, Registration Requirements:**

At the option of the City, persons hired into this class may be required to either possess at entry or obtain within specified time limits, designated licenses, certificates or specialized education and training relevant to the area of assignment. Additional requirements may include, but are not limited to the following:

- Qualified Applicators Certificate or License for pesticide application
- California Class “A” Drivers License
- California Commercial “B” Drivers License with tanker and airbrake endorsements or with passenger endorsement
- International Municipal Signal Association (IMSA) Traffic Safety Specialist in Traffic Safety
- International Municipal Signal Association (IMSA) Signs and Markings Level I or II
- International Municipal Signal Association (IMSA) Traffic Safety Specialist and Traffic Safety Through Work Zones Certificates
- Cardio-Pulmonary Resuscitation (CPR)
- First Aid Certification
- Industrial Emergency Council (IEC) Confined Space Entry, Awareness and Rescue Certificate
- Forklift Certification
- Certified Playground Safety Inspector
- Certified Pool Operator
- Certified Landscape Irrigation Auditor
- Certified Landscape Technician
- Certified Irrigation Contractor

**Physical Requirements:**

Work is performed in a typical outdoor environment on a year-round basis. (1) Mobility: frequent performance of heavy manual labor; frequent standing for long period of time; frequent bending and squatting. (2) Lifting: frequent lifting up to 50 pounds; occasional lifting up to 100 pounds. (3) Vision: constant use of overall vision. (4) Dexterity: frequent grasping, holding, and reaching. (5) Hearing/Talking: frequent hearing and talking in person. (6) Emotional/Psychological: frequent coworker contact; occasional working alone. (7) Environmental: frequent exposure to loud noise; frequent exposure to chemicals, fumes, and other environmental substances.

**Other Requirements:**

Must be willing to work weekends and holidays.

**Information Block**

Class Code:  
FLSA Status:  
Established:  
Revised:

Retitled:  
Workers Compensation Code  
Bargaining Unit: