

Job Description Maintenance Technician I

Job No. MO004

Salary Range 41 Non-Exempt

Position Summary:

Under the direction of the Maintenance Supervisor perform skilled work in the general repair and maintenance of treatment plants, well sites, distribution systems and other Agency facilities. Incumbents work on-call shifts, as scheduled. Night and weekend shifts may be required.

Duties/Responsibilities:

Essential duties include, but are not limited to the following:

- Perform a variety of general maintenance and repair work involving carpentry, plumbing, painting, roofing and cement work.
- Paint buildings, equipment and piping, change locks; install/replace doors, screens and fences; remove graffiti.
- Install and replace lighting bulbs in buildings, facility yards and remote sites.
- Service evaporative coolers; perform plumbing repairs; repair roofs; build forms and mix and pour concrete.
- Responsible for the maintenance and upkeep of Agency vehicles.
- Assist in well and/or pipeline disinfection.
- Repair, rebuild and/or replace pumping units of all sizes.
- Keep and maintain records related to work activities.
- Build and maintain positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Perform related duties as assigned.

Qualifications:

Any combination of education and experience that provides the knowledge, skills, and abilities as described herein.

Experience:

- One year of repair and maintenance construction experience including; carpentry, plumbing and mechanical work is desirable.
- High School Diploma or GED.

Licensure/Certification:

- Must have a Valid California driver's license with the ability to obtain a Class "A" license within two years.
- Possession of or ability to obtain within two years, a State Water Resources Control Board Grade I Water Distribution certificate.

- Possession of or ability to obtain within two years, a State Water Resources Control Board Grade II Water Treatment Operator certificate.

Knowledge of:

- Basic techniques and methods of building maintenance work.
- Basic use of computer applications to enter and retrieve data.

Skills to:

- Use hand and power tools.
- Use standard computer applications.

Ability to:

- Perform semi-skilled work in the repair and maintenance of Agency facilities.
- Know and understand operations and observe safety rules; analyze problem equipment; identify and locate equipment; interpret work orders; clearly explain jobs to others.
- Intermittently, sit while studying or preparing reports; bend squat, climb, kneel and twist while performing repair/maintenance activities; lift and carry weight up to 90 pounds.
- Use various hand and power tools and equipment.
- Learn to operate a variety of mechanized equipment such as backhoes, forklifts, small cranes and other related equipment.
- Learn to use basic welding and cutting techniques.
- Use a computer to complete required reports related to work activities.
- Work outdoors in a variety of weather conditions.
- Work assigned shift schedules and be available to take on-call time. Some overtime work will be required.
- Communicate clearly and concisely, both orally and in writing.
- Design and build electric systems.
- Understand electronic circuitry and related systems.
- Learn quickly and adapt to change.
- Establish and maintain effective working relationships.

Physical Requirements:

On a daily basis, this position requires the ability to climb, stoop, kneel, crouch, use hands and arms to reach, stand, walk, push or pull, use fingers to pinch or grasp and feel objects, talk, and hear. Work performed requires the ability to see both distance and close, distinguish colors and shades of color, and requires depth perception. This position requires the operation of a truck, tractor, or other moving equipment.

The incumbents in this position typically work inside in a dry atmosphere with occasional noise. There is daily exposure to dust and temperature changes. Work is typically performed around

machinery with moving parts or around moving objects or vehicles, and may have hands in water.

On an occasional basis, this position requires crawling, and balancing, with exposure to fumes, smoke, gases, chemicals, and may include working on slippery or uneven surfaces, or below ground and in confined spaces.

This position requires the ability to lift and carry up to 40 pounds, and push, or pull up to 100 pounds.