

TOWN OF FAIRFAX

MAINTENANCE WORKER III

DEFINITION

Under direction, to serve in a lead capacity and perform a variety of semi-skilled and skilled tasks in the maintenance and repair of parks, grounds, facilities, streets, trees, and other public service activities, and to perform related work as required.

DISTINGUISHING CHARACTERISTICS

This is the full journey level classification. Incumbents receive direction from supervisory staff, function as lead workers and may be assigned technical and functional supervision of Maintenance Workers at the I/II level. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

EXAMPLE OF DUTIES

Duties may include, but are not limited to, the following: Lead and participate in a wide variety of skilled and semi-skilled tasks involving the use of different hand tools in the areas of carpentry, painting, masonry, welding, and landscaping, in addition to streets, parks, and facility maintenance and repair.

Street Maintenance

Leads and participates in seal coating, pothole or plant mix patching, tree trimming, cat tracking, centerline striping, edgeline slopes, repaving, patching, pothole and crack sealing repair of asphalt. Installs and replaces traffic signs, street lights, pavement markings, replaces catch basins, retaining walls, guard rails, headwalls and other general street maintenance work as required. May operate street sweeper for the purpose of cleaning leaves, trash and other litter from Town streets; operates town trucks or rental equipment.

Leads and participates in the installation, maintenance, repair, and replacement of curbs, gutters, storm drains and culverts

Parks Maintenance

Leads and participates in planting, watering, aerating, fertilizing and caring for hedges, lawns, trees, shrubs, and flowers. Performs the installation and replacement of trees, shrubs, plants and other landscaping in city parks, grounds, streets, and medians. Repairs and replaces irrigation systems and equipment.

Operate grounds maintenance equipment and a variety of hand and power tools including jackhammers, power mowers, sprayers, fertilizer spreaders, concrete saws, and related equipment as required in the maintenance of parks and grounds.

Building Maintenance - Leads maintenance and repair of facilities, including generators, and other equipment minor carpentry and painting repair work such as shelving, remodeling storerooms, making benches, etc. Performs electrical work, such as changing wall switches, plugs, fuses, fixtures, etc. Makes minor emergency plumbing and sewer repairs. Services the thermostat heating equipment controls, cleans and services filters, motors and blowers of air conditioning and heating systems. Keeps records and prepares reports. Identifies and recommends facility improvements.

Performs related duties as assigned.

Equipment Maintenance – Leads the maintenance and repair work on vehicles and equipment; maintains records and schedules service and repair of vehicles and equipment; performs vehicle and equipment inspections; may direct others in the minor repair and field adjustments as required; keeps maintenance records on vehicles and equipment.

EMPLOYMENT STANDARDS

Three years of responsible maintenance worker or construction experience performing duties similar to a Maintenance Worker II with the Town of Fairfax.

Training:

Equivalent to the completion of the twelfth grade. Possession of a valid California Class B driver's license.

KNOWLEDGE OF:

Pertinent City rules, regulations, policies, and procedures pertaining to area of assignment; specific methods, tools, materials, and equipment used in installation, repair, and maintenance activities; repair and maintenance procedures and practices; safe work practices and policies; basic principles of supervision; pesticide application laws and regulations.

ABILITY TO:

Direct the work of others; understand and follow verbal and written instructions; operate various motorized light and heavy construction equipment; service and make minor repairs and adjustment to equipment; operate front-end loaders, backhoes, motorized sand trap rigs, greens mower, gang mowers, sprayers, tractors, dump trucks, and related equipment. Act as a lead, and provide direction to other employees; read standard detailed drawings.

PHYSICAL DEMANDS

Work outside in a variety of climatic conditions; operate various air, electric, gasoline and hydraulic power equipment used in the work; act quickly and calmly in emergency situations; communicate clearly and concisely, both orally and in writing.

Intermittently, sit while driving, operating equipment, or completing forms/work papers; stand, bend, squat, climb, kneel, twist and reach while inspecting or repairing, digging or clearing, and

using various tools and equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; distinguish colors used in marking utility facilities, and lift or carry weight of 100 pounds or less. Establish and maintain effective working relationships with those contacted in the course of work.

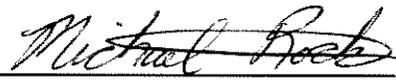
WORKING CONDITIONS

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts, works outdoors under adverse conditions such as in hot and/or humid or cold and/or stormy weather; works in confined spaces and with hazardous materials; nights, weekends, and holidays; works overtime and on-call and may travel locally within the County.

MONTHLY SALARY SCHEDULE

Class Title	Step A	Step B	Step C	Step D	Step E
Maintenance Worker III	\$3554	\$3732	\$3919	\$4114	\$4319

DATE: 1-13-10

APPROVED: 
Town Manager