

CITY OF SELMA TEMPORARY EMPLOYMENT OPPORTUNITY

MAINTENANCE WORKER II

Wage: \$17.39 per hour (Minimal benefits only)

FINAL FILING DATE: Open until filled

THE JOB:

Under general supervision, performs a variety of maintenance and minor construction in the upkeep of the City's parks, streets and buildings; and performs related duties as required.

ESSENTIAL RESPONSIBILITIES & DUTIES:

Parks Assignment:

(1) Trims, plants, transplants, irrigates, cultivates and maintains trees, shrubs, flowers and turf; (2) plants, weeds and maintains bedded shrubs and flowers; (3) installs, operates, maintains and repairs sprinkler systems; (4) uses a variety of hand and power tools; (5) prunes and trims trees; (6) keeps tools and equipment in a clean and safe working condition; (7) applies herbicides, pesticides and fertilizers; (8) drags and lines athletic fields; (9) blows sand and debris from patios, slabs, walks and play areas; (10) performs minor maintenance on mowing equipment such as changing blades and cleaning; and (11) regularly inspects and reports damage or malfunction of equipment (12) and performs related work as required.

Streets Assignment:

(1) Breaks, cuts, lays and finishes asphalt and concrete materials in the patching and repair of street, curbs and sidewalks; (2) removes damaged sidewalks, curbs and gutters, using cement saws, jack hammers and hand tools; (3) builds forms, pours and finishes concrete; (4) spreads asphalt screening, oil, gravel, sand and other surfacing materials; (5) loads and unloads street maintenance materials; (6) operates a variety of trucks; (7) drives a truck to haul materials for a variety of jobs; (8) assists with the trimming of trees; (9) installs or repairs street signs; (10) installs and moves traffic signs; (11) maintains the storm drain system and clears debris from culverts and ditches; (12) picks up sweeper dumps, garden refuse and other materials; (13) performs heavy manual labor; (14) keeps tools and equipment in clean and safe working condition; (15) controls traffic in the vicinity of work projects; (16) trims, cuts down and removes trees and shrubs; (17) performs related work as required.

REQUIRED KNOWLEDGE & ABILITIES :

- (A) General Knowledge of: Arithmetic; English; Operation of tools used in parks and/or street maintenance work.
- (B) Ability to: Maintain City parks, roadways, traffic lights, storm drains, buildings and other City owned facilities; maintain basic records and files; perform a variety of gardening, park, street and building maintenance work; perform activities requiring strength and agility; work at heights and in close quarters; perform heavy manual labor; follow verbal and written directions; establish and maintain cooperative working relationships with others.

REQUIRED MINIMUM QUALIFICATIONS:

- A) Any combination equivalent to graduation from high school (or G.E.D. equivalent);
- B) At least two years experience in maintenance work involving heavy labor.
- C) Current and valid Class C California Driver's License or above, and a good driving record.
Original and current DMV printout of applicant's driving record must be submitted with City of Selma application form.

PHYSICAL DEMANDS:

Note: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Above average hand/eye coordination; Hearing range sufficient to detect noises from dangers of vehicular traffic; spoken instructions; signals and commands; Above average strength and the ability to lift, carry, push and pull items in excess of 100 pounds; ability to concentrate for extended periods while performing duties and while maintaining a constant awareness of safety hazards and potential danger.

EXAMINATION PROCESS:

Applications will be evaluated and applicants who appear to be more qualified in terms of experience and training may be invited to begin a series of job-related examinations, which may include written and practical exams and oral interviews designed to test applicants for knowledge, skills and abilities required to perform the duties and responsibilities of the job. A job-related physical examination including a drug and alcohol screen, and fingerprinting will be required after a conditional offer of employment has been made. In addition, a thorough background check will be conducted and will include a review of the final applicants' driving history.

APPLY AT:

City application forms may be obtained from, and must be filed at Selma City Hall, 1710 Tucker Street, Selma, CA 93662 by the final filing date as stated above. EOE

The City of Selma will require proof of U.S. Citizenship, alien registration or authorization to work in the United States at the time of appointment.

This job description does not constitute an employment agreement and is subject to change by the employer as the needs of the employer and requirements of the job change. It does not guarantee a right to future full-time employment, nor does it grant certain rights and privileges applicable only to regular employees of local government agencies.

