



CITY OF WHEATLAND  
111 C STREET  
WHEATLAND, CA 9592

**CLASSIFICATION SPECIFICATION  
MAINTENANCE WORKER**

The City of Wheatland is accepting applications for Maintenance Worker. (**APPLICATION DEADLINE IS OCTOBER 16, 2023**). Applications may be found on the City of Wheatland website, [www.wheatland.ca.gov](http://www.wheatland.ca.gov), or at City Hall.

**DEFINITION**

Under general supervision, to perform duties in support of the City's Public Works Department maintenance, operations and construction programs; areas of responsibility may include streets, parks, sewers, storm drains, facilities and related maintenance areas; to operate maintenance equipment, vehicles and tools; and to perform a variety of duties relative to assigned areas of responsibility.

**SUPERVISION EXERCISED**

Incumbents in this classification do not exercise supervision over lower level staff.

**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 listed:*

1. Perform duties in support of the City's Public Works Department maintenance, operations and construction programs; areas of responsibility may include streets, parks, sewers, storm drains, facilities and related maintenance areas.
2. Perform street repair duties; break out concrete and asphalt; load and unload equipment and materials; mix asphalt, concrete and other construction materials; repair sidewalks and curbs.
3. Perform parks maintenance duties; perform routine maintenance and repair of parks, sports fields, and parks facilities; install and maintain playground equipments; trim, plant, transplant, irrigate, cultivate, and maintain shrubs, flowers, and trees; mow, edge, and maintain grass; clear debris from walkways, fields, and courts; service the water fountains and public restrooms.
4. Perform facilities maintenance duties; perform minor building repair involving painting, carpentry, plumbing, and related skills; change light bulbs; report major facilities maintenance requirements to higher-level staff.
5. Serve as a member of a crew in construction and maintenance projects, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, and backfilling.

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6. Operate moving equipment including trucks, industrial lawn mowers, tractors, and backhoes; drive trucks and other vehicles in the loading, hauling, and unloading of equipment, materials, and/or refuse.
7. Operate a variety of hand tools and equipment in a safe manner; ensure the proper operation of assigned equipment.
8. Maintain records and logs of work performed.
9. Perform related duties and responsibilities as assigned.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge of:**

Operations, services and activities of a public works maintenance program including streets, parks, sewers, storm drains, and facilities maintenance.

Operational characteristics of tools and equipment used in maintenance programs.

Safe working practices.

Methods and techniques used in construction trades such as carpentry, concrete, asphalt, plumbing and related work.

Methods and techniques used in maintaining grass, turf, plants and shrubs.

Principles and practices of record keeping.

#### **Ability to:**

Perform the full range of duties in support of the City's public works maintenance and operations including streets, parks and facilities.

Safely operate tools and equipment in assigned maintenance areas.

Maintain work records and logs.

Understand and follow oral and written instructions.

Read, write, and speak English at a level necessary for satisfactory job performance.

Communicate effectively both orally and in writing.

Establish and maintain effective working relations with City staff, outside agencies, and the public.

Maintain physical condition for the performance of assigned duties and responsibilities.

**Minimum Qualifications:** *Any combination of education and experience that would likely provide the above requirements is qualifying. A typical way to obtain the knowledge and abilities would be:*

#### **Education:**

Equivalent to completion of the twelfth grade.

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#### **Experience:**

One year experience in the construction, maintenance and repair of public works streets, facilities and related areas.

#### **License, Certificate, Registration Requirements:**

Possession of a valid California driver's license appropriate for equipment operated.

Ability to obtain California Distribution (D1) certificate in two years.

#### **Physical Requirements:**

Work is performed in an outside environment. (1) Mobility; frequent performance of heavy manual labor; frequent standing for long period of time; frequent bending, climbing, and squatting; travel from site to site; (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 decision-making and concentration; frequent public and/or coworker contact; occasional working alone. (7) Environmental: frequent exposure to loud noise; frequent exposure to traffic and construction equipment; may work in confined spaces; frequent exposure to chemicals, fumes, and other environmental substances.