

**CITY OF FORT BRAGG  
JOB DESCRIPTION**

**JOB TITLE:**      **MAINTENANCE WORKER II**

**REPORTS TO:**    **LEAD MAINTENANCE WORKER**      **TYPE: FBEO, NON-EXEMPT**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in this classification. Specifications are not to reflect all duties performed within the job.*

**POSITION SUMMARY:**

Perform a variety of semi-skilled and skilled tasks in the construction, repair, installation and maintenance of streets, water/wastewater utility lines, buildings, parks and other public works facilities.

**ESSENTIAL FUNCTIONS:**

Physical requirements:

Pass an initial drug test and random Department of Transportation drug screening tests. Constant exposure to sun, walking on uneven surfaces, bending, kneeling, squatting, twisting, exposure to airborne dust, unpleasant odors, and loud noises; frequent climbing of ladders of up to 40' above ground, lifting items of 50 pounds, driving, working on slippery surfaces, working with toxic substances; lifting above shoulders; work in confined and cramped spaces; repetitive hand motion; hear and understand verbal instructions; speak to others clearly; climb in/out of ditches; turn valves, lift and carry pipes; dig ditches; small motor skills; climb flights of stairs. Work in and around sewer lines and mains.

Employee must:

- Be sufficiently adaptable to accept and perform in a timely and effective manner work assignments that are outside the normal day-to-day routine.
- Maintain courteous, professional and effective working relationships with other City employees and members of the public.
- Be able to obtain, maintain and comply with California Class B commercial driver's license regulations.

**TYPICAL DUTIES AND RESPONSIBILITIES:**

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

- Perform all duties of the Maintenance Worker I position.
- May work unsupervised and/or supervise others.
- Install forms, pour and finish concrete.
- Maintain and operate the water distribution system.
- Install, tap, disinfect, test and connect water mains and appurtenances.
- Diagnose minor water/sewer problems and implement repairs.

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- Complete electronic water meter reading.
- Maintain the sewer collection system.
- Remove and replace road-surfacing material such as cold and hot asphalt using hand tools and power equipment.
- Excavate and expose wastewater lines and mains; clear blockages.
- Repair or replace broken sewer lines.
- Locate and repair leaks in water mains and service lines and replace broken lines.
- Measure, lay out, and paint crosswalks, curbs, stop and center lines; operate paint-stripping machine.
- Repair and maintain City facilities.
- Install, remove, replace, and repair water meters.
- Clean clogged storm drain basins.
- Maintain parks and park facilities, complete necessary landscaping and grounds keeping work.
- Clean and maintain equipment used in the course of work in safe working order.
- Maintain utility map additions from jobs completed and upload to GIS system.
- Accurately create and complete work orders and track part usage.
- Follow all City policies.
- Perform other related duties as required.

### **MATERIALS, EQUIPMENT AND TOOLS:**

Shovel, rake, jackhammer, vibratory compactor, vibratory plate, trucks, power tools, chain saw, sander, weed eater, paint machine, high pressure sewer truck, dump truck, hammer, wrench, pry-bar, pipe cutter, chain cutter, tapping machine, street sweeper, welder and torch. Leak detector, electronic pipe locator, root cutter, video pipe inspection camera, portable sewer rodder, asphalt roller, tractor loader, cement chain saw, sewer rodder vacuum truck, man lift use up to 44 feet high. Pavement oils, asphalt, petroleum products not limited to gasoline, diesel and motor oils, liquid propane, cement products, earth material (including dusts from them), latex paint, water, brass parts, cast iron parts, aluminum parts, galvanized parts, PVC pipe products, ABS pipe products, glues and primers, old lead pipe joints, non-friable asbestos cement pipe, epoxy glues, and various cleaners and disinfectants.

### **SPECIAL REQUIREMENTS:**

- Traffic Control and Flagging Certificate within 6-months.
- Obtain a Distribution 2 Certification within 12 months on the job.

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**DESIRABLE SKILLS, KNOWLEDGE AND ABILITIES:**

**Knowledge of:**

- Methods, procedures, tools, techniques, equipment and supplies used in street, water and sewer underground construction and maintenance work.
- Probing, trenching and exposing underground utilities.
- Basic electricity up to 240-volt systems.
- Basic hydraulics and pneumatics.
- Basic shop math.
- Welding and cutting.
- Minor fabrication and basic carpentry.
- Reading blueprints and use of transit and level.
- Basic plumbing.
- Principles and practice of handling hazardous materials.
- Underground plumbing materials and procedures.
- Subgrade soil compaction practices.
- Safe work practices.
- Safe driving practices.

**Ability to:**

- Perform semi-skilled and skilled maintenance tasks in the construction, maintenance and repair of public works.
- Operate trucks and moderately heavy power-driven equipment when assigned.
- Use hand and power tools and equipment required in general building, grounds, and utilities maintenance work.
- Perform heavy manual labor for extended periods under sometimes-unfavorable conditions.
- Work in underground excavations with shoring.
- Read and write at the level required for successful job performance.
- Understand and carry out oral and written directions.
- Work cooperatively with other employees and the public.

**REQUIRED EDUCATION/EXPERIENCE:**

- High School diploma or GED; and two-years' experience in construction, installation and maintenance of infrastructure, or water/sewer collection systems.
- Possession of a valid Class B or higher California driver's license within 12-months. The employee will remain on probation until requirements are met.

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**DESIRABLE EXPERIENCE/EDUCATION:**

Any combination of training and experience, which would likely provide the required knowledge and abilities, is qualifying.

**NOTE:** *Accommodations may be made for some of the essential functions/requirements listed for qualifying individuals who require such accommodation, due to a qualifying disability.*

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