

**MAINTENANCE WORKER I  
CITY OF SOLVANG  
JOB DESCRIPTION**

This is not an individualized job description. It defines the general character and scope of responsibilities. It is not intended to describe and does not necessarily define every duty for a position.

**DEFINITION**

Under the direct supervision of the Maintenance Supervisor, performs skilled maintenance, repair and construction work in the completion of various Public Works activities including operations, maintenance and repair associated with the Public Works Department. This is considered an apprentice level position. Responsibilities include performing unskilled, semi-skilled, and skilled maintenance work related to streets, buildings, street trees, irrigation, storm drains and other public facility maintenance. Under the direction of Public Works Maintenance Supervisor, performs general maintenance, repair, and construction work in support of various public works projects. Persons in this position will be introduced to and provided training in the operation of heavy automotive and/or specialized equipment.

**LICENSE REQUIRED**

Possession of an appropriate valid California driver's license.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to the following:

- Provides skilled and unskilled maintenance work related to streets, street trees, buildings and storm drains and other public facilities, such as:
  - Landscape maintenance including the maintenance of irrigation systems, trees, flowers and shrubs within City rights-of-way. Work includes positive interactions with the public.
  - Building and facilities maintenance and repairs including cleaning, sanitizing and repairing restrooms and other facilities; empty and clean trash receptacles at various locations; floor maintenance, painting, and other building and facility repair and maintenance.
  - Streets, roads, parking lots, and alley maintenance and repairs including street trees, sidewalks, crosswalks, and median strips. Work includes street signs, pavement markings, tree planting, pruning and other cultivation.
  - Work assignments include operation and maintenance of vehicles and equipment such as loader/backhoes, dump trucks, mowers, paint spray equipment, and other hand and power tools and equipment.
  - Duties may also include limited direct supervision of work program staff as assigned.
  - Performs other related duties as assigned.

### **ESSENTIAL FUNCTIONS**

- Meets the physical requirements necessary to safely and effectively perform required duties.
- Ability to develop the abilities necessary for the basic operation and maintenance of light and heavy equipment.
- Ability to develop the knowledge necessary for the use, function, operating characteristics, maintenance requirements, and basic repair of a variety of maintenance and construction equipment used in public works maintenance, repair and construction projects.
- Knowledge of methods, materials, and practices utilized in public works maintenance and construction projects.
- Practice safe work procedures necessary to protect the employee, fellow workers and the public
- Properly operate a variety of light and heavy equipment as assigned.
- Understand and follow oral and written instructions.
- Meet the physical requirements necessary to safely and effectively perform required duties.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.
- Work independently in the absence of supervision.
- Keep records.

### **PHYSICAL DEMANDS**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **PHYSICAL REQUIREMENTS**

**Strength:** Heavy - exert force of 50-100 pounds occasionally, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push pull or move object; Frequent standing, walking, bending, stooping, crouching, handling, gripping, grasping; Occasional to frequent reaching at, above and below shoulder level, extending neck upward, downward and side to side, pushing, pulling; Occasional sitting, climbing stairs, ladders, scaffolding, twisting at the waist, crawling, kneeling.

**Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed.

**Hearing:** Effectively hear/comprehend oral instructions and communication, equipment noise and traffic noise.

### **WORKING CONDITIONS**

Frequently to constantly works outdoors; rarely to occasionally works indoors. Frequently works around machinery; occasionally to frequently drives motorized equipment/vehicles; is exposed to slippery or uneven walking surfaces. Occasionally exposed to electrical energy, chemicals, excessive noises, dust fumes, gases, odors, solvents, grease or oil; On rare occasion uses a computer. Works both alone and with others depending on job assignment;

Work in buildings, roadways, and some exposure to water, chemicals, hazardous materials, and noise, heavy lifting/moving, standing, and climbing; May work at heights, in confined spaces, and in inclement weather conditions.

Maintenance Worker I Cont'd

**EDUCATION AND EXPERIENCE**

High School diploma or equivalent required. The ability to read, write and communicate at a level sufficient to carry out assigned duties.

This is to acknowledge that I have received a copy of this job description and understand its contents.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date