



Job Description

Title: Utility Worker II
Department: Parks

Status: Non-Exempt
Salary Range: \$18.00 per hour

JOB SUMMARY:

Under general supervision performs maintenance and related activities by operating various light and heavy motorized vehicles and equipment within assigned district. The salary range is \$17.00 per hour and benefit package, including paid retirement (PERS) which includes a paid percentage by both employer and employee..

ESSENTIAL JOB FUNCTIONS: *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

MAJOR DUTIES

- Maintains shrubs and bushes in healthy condition; identifies diseases and pests; applies a variety of pesticides and treatments to control and eliminate the spread of weeds and pests; assures correct and safe application of all products.
- Inspects, maintains and repairs facilities electrical systems; replaces defective components and test systems; maintains lighting system; replaces bulbs and ballasts.
- Performs landscape construction; prepares site; initiates excavation; trenches for installation of irrigation, electrical conduit and drainage systems; performs filling, grading and compacting of building sites and driveways; dissects and removes concrete and asphalt; pours concrete and lays asphalt; builds retaining walls; prepares soil; plants new landscape.
- Performs building maintenance activities; wires irrigation clocks and valves; assists with pulling electrical wire through buildings and conduit; moves furniture and office fixtures; assists with maintenance of HVAC systems.
- Operates a wide range of heavy equipment.
- Installs and cleans culverts and other related facilities.
- Performs maintenance and minor repairs to various equipment.
- Hauls materials and transports vehicles and equipment to job sites using various trucks.
- Operates equipment for grass and weed mowing.
- Cleans with high-pressure water equipment.
- Repairs using hand and power tools.
- Services and maintains all aspects of buildings and equipment owned by the District.
- Maintains repairs and installs plumbing systems throughout the District facilities.

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- Oversees and performs landscape maintenance activities; repairs and maintains irrigation systems; repairs and replaces water and drainage lines, pathways and parking areas; prunes and trims trees and removes shrubs and other greenery. These activities require manual labor.
- Maintains daily equipment logs.
- Performs other related duties as assigned.

SUPERVISOR DUTIES

- Serves as the acting Lead Maintenance Worker when assigned.
- Assists in planning repairs and maintenance; assures necessary equipment and materials are available; assigns specific tasks to crewmembers; oversees and participates in completion of job task; assures that all safety rules and regulations are observed on the job site.
- Coordinates with offices at the worksite to minimize disruption; sets up worksite to assure safety of crew and other workers in the area; assigns work to crewmembers and assists in performing repairs; inspects completed work for quality and completeness.

REQUIRED KNOWLEDGE AND SKILLS:

- Knowledge of the methods, practices, equipment and materials used for maintenance.
- Knowledge of pertinent District policies and procedures, employee handbook (including safety program).
- Knowledge of vehicle and heavy equipment maintenance procedures.
- Knowledge of plant identification, pests and diseases.
- Knowledge of landscape and irrigation operations.
- Knowledge of landscaping equipment and basic repair.
- Skill in assigning, overseeing and directing a work crew.
- Skill in conducting landscape surveys.
- Skill in working within deadlines to complete projects and assignments.
- Skill in operating various vehicles and light to heavy maintenance equipment.
- Skill in following and effectively communicating verbal instructions.
- Skill in operating independently and as a team member.
- Skill in maintaining accurate records.
- Skill in establishing and maintaining effective working relations with co-workers, other District employees and the public.
- Skill in reading, understanding and interpreting and applying relevant laws, codes and regulations.

EDUCATION, CERTIFICATIONS AND LICENSES:

- Three (3) years of experience in landscape maintenance and construction required.
- High School Diploma/G.E.D. required.
- A valid State of California class 'C' driver's license and a satisfactory driving record required.
- A valid State of California class 'A' driver's license is preferred.

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ENVIRONMENTAL FACTORS AND CONDITIONS/PHYSICAL REQUIREMENTS:

- Work is performed primarily in an outdoor environment.
- May be required to lift and carry items more than 50 pounds.
- May be exposed to dangerous machinery, potential physical harm, hazardous chemicals, extreme weather conditions and infectious diseases.

ADDITIONAL INFORMATION:

Reports To: Utility Worker III /Parks Supervisor

Supervises: Utility Worker I and Part time Utility Worker

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