



City of Milpitas

We invite applications for the position of: Senior Public Works Lead (Storm/Sewer) Internal/Promotional Applications Only

Annual Salary Range: \$89,593.92 - \$108,904.90

Post Date: May 29, 2019

Close Date: June 12, 2019, 5:00 PM

Why Milpitas?

Located at the southern end of San Francisco Bay, Milpitas is a progressive community that is an integral part of Silicon Valley. As a full-service city of 389 full-time employees with water utility, sewer utility, police and fire services, Milpitas serves a diverse population of nearly 80,000. The city has an annual \$191 million operating budget and a \$315 million capital improvements budget.

Milpitas is the eighth-fastest growing city in the United States according to the US Census, and the second-fastest in California. It has the third highest job growth among the 515 qualifying cities rated by Wallet Hub. The homeownership rate is close to 70%, and the Milpitas housing market remains relatively affordable in Santa Clara County. Milpitas is often called the "Crossroads of Silicon Valley" with most of its 14 square miles situated between two major freeways (I-880 and I-680), Route 237, and a County expressway. In June 2018, Livability Magazine ranked Milpitas fifth out of more than 2,000 American cities for "[Best Cities for STEM Workers](#)."

We encourage you to check us out at: <http://www.ci.milpitas.ca.gov/>

The Opportunity

The Sr. Public Works Lead (Storm/Sewer) oversees and actively participates in the field, works with and leads field crews and individuals to perform a variety of semiskilled and skilled tasks in the construction, maintenance, and repair of public facilities, including sidewalks, pavements, street markings, signs, streetlights, and traffic signals. The Sr. Public Works Lead (Storm/Sewer) will apply specialized knowledge of the tools, equipment, and techniques used in the area of storm water and sewer conveyance, and have the ability to coordinate and direct the work of others. This position requires frequent contact and communication with the public, as well as staff from other divisions or departments within the City.

What You Will Do

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

- Lead multiple crews, assign and participate in operations and maintenance within Public Works sections, including, but not limited to, streets, facilities, utilities, fleet, parks, and/or street landscape.
- Lead section to ensure balanced work distribution, cross-training, and maximum work efficiencies.
- Ensure that all state and federal mandates are followed and implemented in day to day activities within respective section(s); ensure that safety measures and practices are utilized at all times.
- Provide guidance and mentorship to section members in all aspects of job performance; work with employees to correct deficient areas, which may include providing and coordinating training.



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- Oversee and participate in the performance of section duties; perform heavy manual labor, operate construction and maintenance equipment such as trucks, tractors, sweepers, bucket truck/cherry picker, and skip loaders for a variety of construction and maintenance operations involving the maintenance of either streets, fleet, facilities, utilities, parks, and/or street landscape.
 - Respond to public inquiries regarding operations, maintenance, and customer service requests and concerns.
 - Assist in performance evaluation of section members.
 - Inspect, evaluate and report work processes; ensure quality control and assurance of work performed by section(s).
 - Develop schedule and methods to complete assignments, check work of assigned section members, and ensure work is completed in a timely and efficient manner.
 - Resolve on-the-job problems as they occur; troubleshoot complex operations and maintenance issues and develop solutions or make recommendations.
 - Operate and oversee the use of equipment used in operations and maintenance.
 - Keep routine work records and prepare reports of completed work.
 - Keep abreast of latest materials, methods, and technology that apply to section needs.
 - Study assigned section functions; recommend and implement improvements.
 - Maintain timesheets and other computerized and/or written records as appropriate.
 - Perform emergency maintenance work as required, which may include standby assignments.
 - Perform related duties as assigned.

Experience and Education

Five years of increasingly responsible experience in the operations and maintenance of public works facilities in the area of fleet services with at least two years at a level similar to that of an Equipment Maintenance Worker II/III; Assistant/Water Systems Operator; Fleet Maintenance Worker II/III; or Maintenance Worker III within the City of Milpitas. Experience leading a crew is highly desirable.

Completion of High School Diploma or GED, supplemented by professional development activities. Training classes or specialized programs related to Public works is preferred.

License and Other Requirements

- Possession of, and ability to maintain, a valid California Class B Commercial Driver License upon appointment; tanker endorsement.
- Class A license required within 11 months of appointment.
- Possession of, and ability to maintain, a valid Automotive Service Excellence Certified Master Automobile Technician or Master Truck Mechanic status.

Special Requirements



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Essential duties require the following physical abilities and work environment:

Physical exam, and drug and alcohol screening will be required prior to hire. May be subject to random drug and alcohol testing as mandated by federal or state regulations.

Visual Requirements: Ability to discern colors

Auditory Requirements: 100-decibel hearing

Work is mainly performed outdoors; ability to stand, walk, sit, climb, balance, squat, kneel, crawl, bend, and stoop at any given time; ability to lift, carry, push, and pull up to 75 pounds of weight throughout the day and occasionally up to 90 pounds; exposure to outdoor elements in all weather conditions throughout the year; confined spaces, hazardous waste, sewage, chemicals, herbicides and pesticides; walk on uneven surfaces; ability to travel to various locations within and outside the City of Milpitas.

Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

To Apply

Submit application, supplemental questions, resume and copies of required certificates online at www.calopps.org or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

Benefits

The City provides an excellent array of benefits that includes the following. This position is represented by the Milpitas Employee Association bargaining group. Benefits Information is available online at:

<http://www.ci.milpitas.ca.gov/milpitas/departments/about-human-resources-2/benefits/>



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<http://www.ci.milpitas.ca.gov/wp-content/uploads/2018/05/MEA-SIGNED-MOU-2017-2020.pdf>

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.



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Supplemental Questionnaire

Please answer the following questions and submit with your application. Please limit your response to one page per question.

1. Have you graduated from high school or have you completed your GED?
 - Yes
 - No
2. Please select the response that best demonstrates your work experience in the operations and maintenance of public works facilities including the areas of streets, facilities, utilities, fleet, parks and/or street landscape.
 - None to less than 5 years
 - 5 years and above
3. Please select the response that best demonstrates your work experience as an Equipment Maintenance Worker II/III; Assistant/Water Systems Operator; Fleet Maintenance Worker II/III; or Maintenance Worker III.
 - 2 years and above as an Equipment Maintenance Worker II/III
 - 2 years and above as an Assistant/Water Systems Operator
 - 2 years and above as a Fleet Maintenance Worker II/III
 - 2 years and above as a Maintenance Worker III
 - None to less than 2 years
4. Please check the appropriate boxes below that apply to the certification you possess.
 - California Water Environment Association (CWEA) Collections Systems Maintenance Grade II
 - CWEA Mechanical Technologist Grade II.
5. Please check appropriate boxes below that applies to your current California Driver's License.
 - California Class B Commercial Driver's License; tanker endorsement
 - Class A License
6. Please describe your experience (including number of years) in Public Works and explain if it was in the capacity of increased responsibility and how this experience prepares you for this position.