



THE CITY OF REDWOOD CITY INVITES APPLICATIONS FOR:

PUBLIC WORKS MAINTENANCE WORKER I/II (RIGHT OF WAY) #25A-34

SALARY:

\$6,424.10 - \$7,810.49 / Monthly
Public Works Maintenance Worker I

\$7,069.92 - \$8,591.22 / Monthly
Public Works Maintenance Worker II

Closing June 1, 2025, at 11:59pm

**Or upon receipt of the first 100
applications**

(Opened May 9, 2025)

Submit your application via:

www.CalOpps.org by **Sunday, June 1, 2025**, Practical Assessment tentatively scheduled for **Wednesday June 18, 2025**. Those who pass, will be invited to participate in an oral board interview tentatively scheduled for **Wednesday, June 25, 2025**.

The Practical Assessment and Oral Board Interviews will be conducted **in person**.

Candidates with a disability, which may require special assistance in any phase of the application or selection process, should advise the Human Resources Division upon submittal of application.

All applications will be reviewed for completion, relevant education, experience, training and other job related qualifications. Those who best meet the stated qualifications and requirements for the position will be invited to participate in the selection process. The specifics of the selection process will be communicated to those selected candidates.



WHY JOIN THE REDWOOD CITY TEAM?

We offer a wide range of meaningful career opportunities with potential for growth, training and development, competitive salaries, flexible work schedules, paid time off, and robust benefits. The Redwood City team is guided by **core values** of **excellence, integrity, service, collaboration, inclusion and innovation**. Inherent in these values is a great organizational culture based on trust, strong and supportive leadership, respect, risk-taking, empowerment, and effective communication.

The community is known for its inclusivity, strong engaged neighborhoods, and civic pride. The City works diligently to maintain positive and productive relationships with community partners, together providing outstanding services, programs and opportunities for residents and businesses. This mix of tradition and progress, community and diversity, makes Redwood City an extraordinary place to work and call home. If you're looking to grow your career as a part of a hard-working and fun Public Works Services Department team that fosters innovation, creativity, and collaboration, we hope you'll apply.

ABOUT THE POSITIONS

The Public Works Maintenance Worker I is the entry-level classification in the series of Public Works Maintenance Worker. It is the journey level in the class series. The current two vacancies are in the Right of Way Division. Incumbents receive immediate supervision from higher-level staff progressing to general supervision with training and experience.

A few typical duties may include:

- Perform street maintenance duties; operate construction and maintenance equipment such as trucks, tractors, and skip loaders for a variety of construction and maintenance operations involving streets, sidewalks and gutters.
- Spread asphalt in patching and repairing streets.
- Use concrete cutting and breaking equipment; operate a jackhammer; pour and finish Concrete, construct concrete forms and perform rough carpentry work.
- Set up traffic safety devices and barricades as necessary.
- Perform emergency street or other public service maintenance work as required.
- Paint or stencil such traffic directional markings as crosswalks, safety loading zones, bus stops, parking and center lines and railroad and school crossings.
- Paint light poles.
- Install, repair, and/or fabricate stop signs, parking signs, speed signs, railroad signs, and police watch signs.
- Install and maintain parking meter poles and electronic parking meter maintenance.
- Perform routine preventative maintenance on equipment as assigned.
- Perform related duties as assigned.

THE IDEAL CANDIDATE

Will embrace the City's emphasis on excellent customer service; will be detail-oriented and able to manage multiple tasks; will use initiative and independent judgement; will be a team player who likes working with a variety of City staff and the public and have a sense of humor. The ideal candidate will also have public agency or special district experience, or have worked in the construction field with an emphasis on plumbing.



BENEFITS

The successful candidate will enjoy the following benefits:

- **Retirement:** Public Employees Retirement System (PERS)
CalPERS 2% @ 60 for current members or reciprocal agencies; 2% @ 62 for new members.
- **Health Insurance:** Choose from a range of HMO, PPO and EPO options ;Maximum City contribution is \$2,373.74/month.
- **Dental & Vision Insurance:** The City pays 95% of the premium.
- **Life Insurance**
- **Employee Assistance Program**
- **Vacation Leave:** 10-25 days per year
- **Sick Leave:** 12 days per year
- **Paid Holidays:** 18 days per year
- **Bereavement Leave:** Up to 5 days
- **Fitness Center:** Access at City facilities
- **Education Reimbursement Program** up to \$1,500 annually
- **Commuter Program:** City matches up to \$100/month on commuter expenses.

CITY VALUES



MINIMUM QUALIFICATIONS

Any combination of experience and training that would likely provide the required knowledge, skills and abilities are qualifying.

Education, Training & Experience

Public Works Maintenance Worker I: equivalent to the completion of twelfth grade.

Public Works Maintenance Worker II: one or two years similar to that of a Public Works Maintenance Worker I in the City of Redwood City.

License and Certification:

Public Works Maintenance Worker I:

- Possession of, or ability to obtain **within one year** of employment, a valid California Class A Commercial Driver's License is required.

Public Works Maintenance Worker II: In addition to the qualifications for Maintenance Worker I, the II level class requires proficiency in one or more areas: street and sewer, water services, or traffic paint / sign, requiring most of the following:

- Possession of a valid California Class A Driver's License is required.

Knowledge of:

- Uses and purposes of general construction tools and equipment.
- Safe work practices.

Ability to:

- Perform unskilled and semi-skilled tasks in a variety of construction and maintenance activities
- Understand and carry out oral and written instructions
- Learn skilled tasks in assigned area of work (street, sewer, water service, and traffic sign/paint work).

Physical Characteristics:

Must be able to perform heavy manual labor, work outside in varying climatic conditions, lift heavy objects, and be in sufficiently good health to perform job duties.

A City application and supplemental questionnaire is required. Prior to appointment, candidates will be required to pass a background check (at no cost to the candidate) including the following:

1. Criminal History Check
2. DMV Check
3. DOJ Fingerprint Check
4. Physical Examination
5. Drug Test
6. References

Note: internal candidates may be required to complete the above-mentioned requirements.

Special Instructions: A City application and responses to the supplemental questions are required. Applications must be filled out completely. Failure to complete the application and supplemental questions will disqualify the applicant from the recruitment process. Failure to list work experience, education or training or stating "See Resume" in the work experience section of the application will be considered an incomplete application and subject to disqualification. Resumes may be attached separately, but resumes will not be accepted in lieu of a City application.



**SUPPLEMENTAL QUESTIONNAIRE
PUBLIC WORKS MAINTENANCE WORKER I/II #25A-34
CITY OF REDWOOD CITY**

Please provide answers to the following questions. Failure to answer the questions will result in an incomplete application packet and your application will not be considered for the position. (Questionnaire responses must be submitted with the employment application.)

1. Do you currently possess a valid California Class A Commercial Driver License, or a valid California Class B Commercial Driver License? If not, would you be able to obtain a Class A Commercial Driver License within 12 months of employment?
 - a. Yes, I have a California Class A Commercial Driver License
 - b. Yes, I have a California Class B Commercial Driver License and am able to get a California Class A Commercial Driver License within 12 months of employment.
 - c. No, I do not have a California Class A Commercial Driver License but am able to get one within 12 months of employment.
 - d. No, I do not have a California Class A Commercial Driver License and am able **NOT** able to get one within 12 months of employment.

2. How many years of construction or maintenance experience do you have?
 - a. I have no construction or maintenance experience.
 - b. Less than 2 years
 - c. 2 – 5 years
 - d. More than 5 years

3. What is your experience operating heavy machinery or specialized equipment (i.e. backhoe, jack hammer, welding, water main tapping machine, etc.)?

4. Please describe your experience with concrete, sidewalk repair and/or street maintenance.

5. Do you have experience with computerized maintenance management systems? Please describe.

The City of Redwood City is proud to be an Equal Opportunity Employer!

The Immigration Act of 1986 requires proof of identity and eligibility for employment at date of hire. Depending on the number of applications, the above process may be altered. NOTE: The provisions of this bulletin do not constitute an expressed or implied contract, and any provisions contained in this bulletin may be modified or revoked without notice.