



# City of Brisbane

Is accepting applications for the position of

## Public Works

### Maintenance Worker I/II

The City of Brisbane is currently recruiting for a Public Works Maintenance Worker I/II. Under the general supervision of the Public Works Team Leader, this position performs a variety of semi-skilled work in the maintenance, construction, modification, repair and operation of City infrastructure, including water systems, storm and sanitary sewers, parks, streets, trees and landscaped areas; and performs other related duties as required. Please see the full [job classification](#) for details. Available positions can be filled at either level depending on experience, needs of the department and budget authorization.

#### **EXAMPLE OF DUTIES (Sample):**

- Maintains, repairs, flushes underground water distribution lines, storm, and sanitary sewer collection systems.
- Excavates and prepares potholes and excavations related to water and wastewater line repair for patching on streets and alleys.
- Cleans storm drains, sidewalks and other appurtenances.
- Repairs and replaces plumbing fixtures, as required.
- Inspects and performs routine maintenance on HVAC equipment.
- Removes concrete, builds forms and repairs sidewalks and gutters, and performs other concrete work around City buildings.
- Maintains public facilities, shop areas and other buildings in a clean and orderly condition, performing regularly assigned custodial duties.
- Performs basic remodeling to City facilities; repairs and replaces plumbing fixtures; and repairs, replaces and maintains interior and exterior lighting systems.
- Troubleshoots maintenance and repair problems, and determines the materials and equipment required for repair.
- Contacts residents and businesses to inform them of work to be performed.
- Maintains logs and records of work performed and materials and equipment used.

#### **QUALIFICATIONS:**

##### **Education/Experience:**

Public Works Maintenance Worker I – Equivalent to graduation from high school. Six months of construction, maintenance or repair experience in at least one of the areas found in City work.

Public Works Maintenance Worker II – In addition to the above, two years of semi-skilled maintenance, construction or repair experience in a variety of craft areas at a level equivalent to the City's Public Works Maintenance Worker I class.

##### **Licenses:**

Public Works Maintenance Worker I - Must possess a valid California Class C driver's license and have a satisfactory driving record. Must be able to obtain Water Distribution Operator I (D1) issued by the State of California within twelve (12) months of appointment. Such licenses and certifications shall be maintained during employment.

Public Works Maintenance Worker II - Must possess a valid California Class B driver's license and have a satisfactory driving record. Must possess a Water Distribution Operator II (D2) issued by the State of California at time of appointment, unless an extended time frame for obtaining a Water Distribution operator II (D2) is approved by the Public Works Director. Such licenses and certifications shall be maintained during employment.

**Knowledge of:** Maintenance principles, practices, tools and materials for maintaining and repairing a variety of utilities, pump stations, water storage facilities, lift stations, facilities, buildings, grounds and equipment such as found in the City; the operation and minor maintenance of a variety of hand and power tools, vehicles and power equipment; safety equipment and practices related to the work; and safe driving rules and practices and basic traffic control procedures.

**Skill in:** Performing semiskilled construction, modification, maintenance and repair work on a variety of utilities, pump stations, water storage facilities, lift stations, facilities, building, grounds and equipment such as found in the City; troubleshooting maintenance problems and determining materials and supplies required for repair; skillfully and safely use and maintain tools and equipment related to the work; making accurate arithmetic calculations; reading and interpreting construction drawings and specifications; maintaining accurate logs, records and basic written records of work; and working independently or in a team situation.

**Physical Demands:** Must possess strength, stamina and mobility to perform heavy physical work and use varied hand and power tools; safely drive a motor vehicle and operate heavy construction equipment; as well as lift and move materials and equipment weighing 90 pounds or heavier. Must be willing and able to work outside in all weather conditions.

### **SALARY AND HOURS:**

**Maintenance Worker I:** \$30.06 - \$31.56 - \$33.14 - \$34.79 - \$36.54 per hour.

**Maintenance Worker II:** \$33.06 - \$34.71 - \$36.45 - \$38.26 - \$40.18 per hour.

Appointment to this classification is normally made at the first step of these five step scales. This is a full-time 40 hours per week position working Monday-Friday, 7:00 AM – 3:30 PM. Must be available for regular standby assignments and work emergency overtime as required.

**BENEFITS:** This position is eligible for benefits under the General Employees Association memorandum of understanding. Health benefits are offered through the CalPERS Health Program. The City contributes to a flexible benefit plan towards the cost of several health plans offered, up to family coverage for Kaiser. City provides paid vision through VSP, dental through a self-insured reimbursement program, long-term disability and life insurance coverage through Voya Financial, and an Employee Assistance Program through MHN. Retirement benefits are provided through CalPERS: 2% @60 for Classic members, 2% @62 for New (PEPRA) members. The City will make a contribution of 1.5% to a Deferred Compensation 457K plan with additional matching available. Flexible health reimbursement and dependent care spending accounts are also available. Free commuter shuttle to and from BART and Caltrain.

### **LEAVE:**

Vacation: 80 hours annually

Sick: 8 hours of sick leave accrued monthly

Holidays: 14 paid holidays and 2 floating holidays

Longevity: 40 hours after 15 years of service

**APPLICATION PROCESS:** Interested candidates must submit a completed on-line employment application at [www.calopps.org](http://www.calopps.org). Resumes in lieu of a completed application will not be accepted. **Applications must be received by Friday, July 8, 2022, at 5:00 PM.** Postmarks and faxes will not be accepted.

**SELECTION PROCESS:** Applications will be screened and a limited number of the most highly qualified candidates will be invited to the written examination. Written examinations are multiple choice. A limited number of top scorers from the written examination will be invited to an assessment exercise and then an oral panel interview. An eligibility list will be established from those who pass the written examination, assessment exercise and oral panel interview process. Eligibility lists are good for one year, unless abolished sooner. As positions are available, candidates on the eligibility list may be contacted by the department and scheduled for additional interviews and/or performance testing. Depending on the number of applicants, this process may be altered. Recommendations for appointment from this list will be made to the Public Works Director, who will make the final decision. Prior to appointment, a thorough background check, including fingerprinting for submission to the Department of Justice must be completed, as well as a pre-employment physical evaluation, including drug testing.

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*The City of Brisbane is an Equal Opportunity Employer and as such does not discriminate on the basis of race, color, sex, religion, ancestry, physical or mental disability, marital status, sexual orientation, or national origin in its employment actions, decisions, policies, and practices. The duties described in this job announcement are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. This job announcement does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*