

Foster City is a Great Place to Live, Work and Play!

PUBLIC WORKS MAINTENANCE WORKER I



HISTORY

Incorporated in 1971 and named after real estate tycoon and visionary, T. Jack Foster, Foster City is a one-of-its-kind master planned community that rose out of the reclaimed marshlands of the San Francisco Bay. The original Master Plan envisioned a self-contained community with a variety of housing types, neighborhood shopping centers, waterfront lots and parks, and other commercial & industrial uses.

THE ORGANIZATION

Foster City is a General Law City and operates under the Council-Manager form of government. The five members of the City Council/EMID Board are elected to four-year terms. The City Manager is appointed by the City Council/EMID Board and serves as the chief executive of the municipal organization. Foster City is a full-service city with a total 2024-2025 budget of \$142.8 million. Projected staffing includes 179 FTEs.

MISSION

The mission of the City of Foster City is to deliver services, invest in quality infrastructure and implement policies that prioritize public safety, smart planning, a vibrant economy, fiscal stability, community connections, and a sustainable environment. In pursuit of this mission, we use community engagement and data to make decisions and measure progress based on economic, social, and environmental factors.



PUBLIC WORKS DEPARTMENT

The [Public Works Department](#) manages infrastructure engineering, construction, operations and maintenance programs for streets, lagoons, levees, drainage, buildings, the water distribution system, wastewater collection and treatment systems and vehicle fleet. The department's mission is to provide quality leadership in managing capital projects, and maintaining vital public infrastructure, facilities, and equipment in a safe reliable and efficient manner.

THE POSITION

This is a full-time position assigned to a rotational program in Public Works. Includes rotational standby duty in public works and assistance to other departments in emergency and non-routine situations. Positions are expected to rotate through all the maintenance divisions of streets, lagoons, water, and wastewater.

A candidate in this position will operate hand and power tools, light and heavy construction and specialized wastewater equipment. Handle and apply chemicals. Maintain, operate, inspect, repair, and install lagoon system facilities including but not limited to piping, meters, sub-drains, pumps, and others. Install, remove, and replace asphalt and concrete. Install traffic counting equipment, signs, markings, and red cubs. Operate small powerboats and street paving and painting equipment.

Please note that this is a flexibly staffed position intended to be filled at the entry level Public Works Maintenance Worker I position. The higher level [Public Works Maintenance Worker II](#) position may be offered at management's discretion.



IDEAL CANDIDATE

The position requires demonstrated competency and increasing independence, knowledge, and ability in performing routine and special assignments in a variety of maintenance program areas.

The ideal candidate will be an active listener with the ability to understand and follow verbal or written instruction. Safely operate equipment and tools and recognize the use of safe work practices. This individual will establish and maintain cooperative working relationships with others and learn and retain information concerning equipment, functions, and projects.

This position requires standby and emergency response coverage before or after regular work hours, weekends, and holidays.

Monthly Compensation

\$6,005.06 to \$7,299.19

EDUCATION & TRAINING

Any combination equivalent to experience and education that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way would be:

Education: Completion of a job or technical training program in maintenance, or construction, completion of high school or the equivalent.

Experience: One year of full-time experience in general maintenance or construction

License and Certificates:

- Possession of a valid California Class "C" and Class "B" Driver's License.
- Must obtain valid California Class "B" Driver's License within six months of appointment.

For knowledge, skills, and abilities, review the [Public Works Maintenance Worker I](#) job description.

BENEFITS

The City of Foster City provides a superior benefits program which includes:

Retirement Plan: Participation in CalPERS in the 2% @ 62 retirement plan for new members and 2.7% @ 55 for classic members.

Leaves: 12 paid holidays; sick leave (8.66 hrs/month); vacation leave based on years of service; discretionary leave.

Deferred Compensation: Voluntary 457(b)/VEBA (tax deferred health benefit program).

Health Benefits: Flexible benefits program including health, dental, vision, and medical/dependent care reimbursement accounts.

Work Schedule: Optional 9/80 work schedule. Telework available.

Other: Long-term disability insurance; and life insurance.



SELECTION PROCESS

The most qualified candidates will be invited to continue in the selection process. The selection process may consist of one or more of the following components: application review, performance-based exam, written exam, and panel interview. A final interview will be scheduled to fill the current vacancy following the establishment of the employment list. This list will be in effect for at least one-year. Once a top candidate is identified, we will conduct reference checks. After a conditional job offer, applicants must successfully pass a pre-employment background check and other requirements as applicable.

TO APPLY

A City/District application is required for consideration. Please keep in mind the closing date. Applications may be submitted online at www.calopps.org

