



The City of Pleasant Hill

Invites your interest for the position of

MAINTENANCE WORKER II

\$5,443 TO \$7,039 per month

Eff. 9/1/2024: 3.25% COLA and Step G added to pay schedule (\$5,620 - \$7,450/month).

Eff. 9/1/2025: 3.5% COLA (\$5,816 - \$7,710/month)

Application Deadline: August 16, 2024 at 5:00 PM

THE POSITION

Under supervision of the Maintenance Superintendent or designee, the Maintenance Worker II performs journey level skilled and semi-skilled labor in construction, maintenance, and related service activities in the areas of general landscaping, grounds maintenance and street maintenance. The Maintenance Worker II may exercise functional supervision over other Maintenance Workers.

TYPICAL TASKS AND RESPONSIBILITIES

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

- Perform manual unskilled, semi-skilled, and skilled tasks in street, park, tree, water and storm drain maintenance, construction and repair.
- Perform such grounds maintenance as mowing lawns, raking leaves, and planting flowers, shrubs and trees.
- Clean ditches, alleys, streets, culverts and storm drains.
- Repaint pavement markings; perform basic pothole and street repair; install and repair street sign and markers; mix and apply all classes of pesticide materials.
- Perform installation, maintenance and minor repair work on irrigation systems and time clocks.
- Assist in the care, maintenance and cleaning of vehicles, tools and equipment.
- Operate mowers and other equipment and tools for purposes of cutting grass, trimming trees and shrubs, and planting and transplanting flowers, bulbs, shrubs and trees.
- Operate such medium and heavy equipment as saws, sprayers, jackhammer, chipper, rollers, loader, tractor, trucks and various hand and power tools.
- Supervise the work of temporary and seasonal employees as assigned; act as lead worker over other Maintenance Workers as required.
- Contact residents concerning maintenance and service problems; refer complaints and requests to proper supervisory personnel.
- Assist supervisory personnel in preparing and maintaining proper records and logs.
- Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Construction methods, materials and terminology.
- Standard hand tools, light equipment and light vehicles.
- Safety precautions and practices necessary in working with hand tools, light equipment and vehicles.

- Methods and practices involved in the care of shrubs, trees and flowers.
- Methods, materials, equipment, and tools used in irrigation systems, streets, and grounds maintenance.

Ability to:

- Apply technically complex construction and maintenance procedures in irrigation systems, streets, and grounds maintenance.
- Use hand and power tools.
- Perform heavy manual labor for extended periods of time and under inclement weather conditions.
- Understand and follow written and oral instructions.
- Operate a variety of medium and heavy equipment and power tools.
- Oversee the work of others as assigned.

SPECIAL REQUIREMENTS

Possession of or ability to obtain pesticide license and valid California driver's license and ability to maintain a satisfactory driving history.

EXPERIENCE AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- **Experience:** Two years' experience performing duties comparable to those of a Maintenance Worker I with the City of Pleasant Hill. Or, two years of experience performing unskilled, semi-skilled, or skilled labor in the areas of general landscaping, grounds maintenance and/or street maintenance.
- **Training:** Completion of high school or its equivalent, or completion of a trade or vocation school.

COMPENSATION AND BENEFITS

- **Monthly Salary:** \$5,433 - \$7,039 per month. Placement within the range will be based upon the selected candidate's experience and salary history. Eff. 9/1/2024: 3.25% COLA and Step G added to pay schedule (\$5,620 - \$7,450/month). Eff. 9/1/2025: 3.5% COLA (\$5,816 - \$7,710/month)
- **Health/Medical Benefit:** Choice of coverage with Kaiser or Blue Shield. The City pays 80% of monthly premiums at each coverage level. In lieu of medical coverage, the City will contribute \$400 (employee only coverage) or \$500 (employee + 1 coverage) or \$600 (family coverage) in cash or a pre-tax contribution into a MissionSquare Retirement 457 deferred compensation plan.
- **Dental Coverage:** City-paid dental plan for employee and eligible dependents.
- **Vision Care:** City-paid vision plan for employee and eligible dependents.
- **Retirement:** CalPERS enrollment in either 2%@60 (Classic Member) or 2%@62 (PEPRA New Member)
- **MissionSquare Deferred Compensation & Roth IRA Plans:** Voluntary plans available to all employees
- **Retirement Health Savings Program:** City contributes \$100/month.
- **Life Insurance:** City provided life insurance coverage (\$50,000 coverage).
- **Long Term Disability:** City-paid long-term disability coverage.
- **Medicare:** Employees contribute 1.45% to Medicare with employer match.
- **Section 125 Plan:** Dependent care and out-of-pocket medical costs may be paid on a pre-tax basis.
- **Holidays:** City recognizes 14 paid holidays per year.
- **Sick Leave:** Earned at the rate of one day per month.
- **Vacation:** Earned at the rate of 12 days per year, increasing with service years.
- **Personal Leave:** One day per year to take off as a personal leave day.
- **Protective Apparel Allowance:** up to \$400 per year.

APPLICATION

Applications and supplemental questionnaire are only accepted online at <https://www.calopps.org/pleasant-hill/job-20533682>. Deadline to apply is August 16, 2024 at 5:00 PM. Resumes will not be accepted in lieu of a City employment application.

SELECTION

The most highly qualified applicants meeting the minimum qualifications may be subjected to a written test. Applicants must receive at least 70% total score on the written exam and oral interview to be placed on the eligibility list. Employment offers are contingent upon successful completion of a pre-employment physical exam, drug screen and background check.

IMMIGRATION REFORM AND CONTROL ACT

To comply with the Immigration Reform and Control Act, all new employees are required to provide proof of U.S. citizenship or authorization to work in the United States on their first day of employment.

EQUAL OPPORTUNITY EMPLOYER

The City of Pleasant Hill is an Equal Opportunity Employer. In accordance with the Americans with Disabilities Act of 1990 (ADA), requests for special accommodations during any stage of the examination process should be made in advance to the Human Resources Department.