



CITY OF RANCHO CUCAMONGA

INVITES APPLICATIONS FOR LEAD MAINTENANCE WORKER- PARKS (Trails & Pesticide Applications) \$3,807- \$5,134 per month

THE POSITION

Team RC is looking for a forward thinking, customer service oriented individual to fill the position of Lead Maintenance Worker. Under general supervision, responsible for day to day activities associated with all aspects of the City of Rancho Cucamonga's streets, storm drains, parks, trails, right-of-ways, trees, landscaping, and city facilities. Assist in scheduling, planning, organizing, record keeping and public contact; ensure safe and efficient performance of work assignments; participate in emergency response teams. Variable work schedules, weekend/ holiday schedules and on-call availability are characteristics of this position. May be assigned to various locations, rotate periodically and be assigned additional duties as required. ***This position requires the ability to work evenings, graveyard and weekends and is subject to emergency call outs.***

THE CITY OF RANCHO CUCAMONGA

The City of Rancho Cucamonga is a forward-looking, progressive organization, dedicated to the delivery of superior service to all those who live, work and play in our community. We call our workforce Team RC and our shared vision is to exceed the expectations of those we serve in an environment of employee excellence and innovation, empowered by leadership, opportunity and a collaborative spirit. One of the safest cities in the country, our community is a highly desirable place to live, work, and play. Situated at the base of the picturesque San Gabriel Mountains, Rancho Cucamonga is home to almost 175,000 people. Amongst its many amenities are an award-winning senior and community center, the Victoria Gardens Cultural Center, and the Victoria Gardens Regional Shopping Center.

THE PUBLIC WORKS SERVICES DEPARTMENT

The Mission of the Public Works Services Department is to provide effective and efficient stewardship of the City's public works infrastructure. The department employs a staff of approximately 180 full-time and part-time employees. This staff is spread among four sections that include: Administration, Facilities Maintenance, Streets/ Fleet/ Storm Drains Maintenance, and Parks/ Landscape Maintenance.

EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES

PARKS DIVISION: Direct work with, including leading of, skilled and non-skilled personnel in the maintenance and operation of parks, park facilities, trees, trails, landscapes, water management, planning and organizing a 7 day per week park and landscape operation schedule ; lead and participate in the work of the crew; assist in instruction and training of employees in the safe and efficient operation of equipment, tools, and materials; ensure safe work practices of the crew; evaluate field conditions and mechanical equipment to maintain safe operations; perform park, playground and landscape safety inspections; understand and operate a central irrigation system; assist with set up/tear down for special events/meetings, prepare written reports; participate in the disciplinary process and the preparation and administration of performance evaluations as directed. Demonstrate knowledge of basic horticulture, arboriculture, turf, grounds and athletic fields, irrigation design and repair, pest control methods, water management, safety precautions including Right to Know, Blood Borne Pathogen, OSHA and related safety codes; ability to organize, train, and direct personnel; ability to understand and follow verbal and written directions; skilled in oral and written communication with the public.

MINIMUM QUALIFICATIONS

Graduation from High School or equivalent and three years of experience in public works maintenance work, which include activities similar to that of the assigned maintenance division/activity, or any combination of training and experience that provides the desired knowledge and abilities. **Lead Maintenance Worker positions on the Park's Trails and Applications Crew require the possession of or the ability to obtain a California Commercial Motor Vehicle "Class A" Driver's License with tanker endorsement and a satisfactory driving record as a condition of satisfactory completion of the probationary period. Also, possession of or the ability to obtain a Department of Pesticide Regulation Qualified Applicator Certificate or License with a Category C (Right of Way); Category B (Landscape Maintenance); and Category F (Aquatic) are a condition of satisfactory completion of the probationary period. Successful candidates will also be required to participate in leading field crews during emergency and/or adverse weather conditions and will be required to obtain a certification in traffic control. Programing and operation knowledge of central irrigation systems (Calsense) is desirable. Other desirable qualifications include an ISA Arborist Certification and the possession of or the ability to obtain a Pest Control Advisor's License.**

RANCHO CUCAMONGA

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of lead supervision and training techniques; ability to lead the work of others; have strong work ethics, understand and follow verbal and written directions; work safely and efficiently; operate equipment used in work performed; ability to read and accurately interpret blue prints; prepare work records and routine reports; skilled in oral and written communication with the public; establish and maintain cooperative working relationships; knowledge of safety precautions, including Right to Know, OSHA and related safety codes; proficiency in basic computer skills and competencies in various aspect of street, facility and park maintenance are required. **For the Lead Maintenance Worker position on the Trails and Applications Crew, the candidate will be required to have a good working knowledge of fertilizers, pesticides, rodenticides, herbicides, plant and weed identification, pesticide laws and regulations, soils, fence repair, trail surface repairs, and grading techniques. In addition, the Lead Worker for Trails and Pesticide Applications will be required to train employees on equipment operation and safety, and will be required to take the lead in training city maintenance staff who apply right-of-way, landscape, and aquatic pesticides.**

PHYSICAL DEMANDS

Strenuous, physical work. Physical demands include frequent lifting of objects over 50lbs., often combined with climbing, bending, twisting, working above ground or on irregular surfaces.

APPLICATION PROCESS

All applicants are required to apply online at www.cityofrc.us. **Closing date is 5:00 pm on Wednesday, October 4, 2017 or until the first 250 applications are received; whichever comes first.**

Applications must be complete and demonstrate that the minimum qualifications are met. All statements made on the application are subject to investigation and verification. Resumes may be attached to completed application form as supplemental information, but will not be accepted in lieu of an official application form. Applications will be screened and the most qualified candidates who best match the needs of the City will be invited to compete further in the examination process. Candidates who meet the minimum qualifications will remain candidates until a final offer is accepted by the candidate who most closely meets the requirements of the City. The City may conclude that none of the candidates, even those who meet the minimum qualifications, are appropriate for the position.

Successful candidates shall be required to:

- Complete a verification form designated by Immigration and Naturalization Service to certify that they are eligible for employment in the United States of America; and
- Pass a pre-employment medical exam, including drug/alcohol testing; and
- Provide proof of a valid California driver's license and be insurable; and
- Pass a reference and background verification. References will not be contacted until a mutual interest has been established.

The City of Rancho Cucamonga Participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. In accordance, the City will provide the Social Security Administration and, if necessary, the Department of Homeland Security, with information from each new employee's Form I-9 to confirm work authorization. For additional information regarding E-Verify, the Federal Government's online employment eligibility verification system, please visit www.uscis.gov.

Disclaimers

The City of Rancho Cucamonga is an Equal Opportunity, Affirmative Action Employer. In addition, the City of Rancho Cucamonga abides by a nepotism policy which may preclude you from being hired if the City employs a relative. The City of Rancho Cucamonga makes reasonable accommodations for disabled persons, considering each situation on an individual basis. Please make direct requests for accommodation to Human Resources. There is a no smoking policy in effect in all City Offices and vehicles. Finally, please note that the provisions of this bulletin do not constitute a contract expressed or implied and any provisions contained in this bulletin may be modified or revoked without notice. Questions regarding this recruitment may be directed to Human Resources at Careers@CityofRC.us. Applicants may wish to visit the City's official website at www.cityofrc.us for more information.

BENEFITS

- CalPERS Retirement Benefits
- Medical insurance provided at \$900 per month
- Dental plan and optical plan provided
- Vacation (80 hours accrued first year)
- 14 paid holidays (including three discretionary holidays)
- Sick leave (120 hours per year)
- \$2,300 tuition reimbursement per fiscal year

City of Rancho Cucamonga
Retirement Benefits – New Employees
Effective 7/11/2016

Benefits described below are the result of the Pension Reform Act (PEPRA). If you have specific questions about retirement benefits, please contact Jenifer Phillips, Human Resources Manager, at (909) 477-2700, ext. 2411.

New CalPERS Members

For employees hired 1/1/2013 or later and who **ARE NOT** a member of the California Public Employees Retirement System (CalPERS) or a reciprocal agency*, or those who have been separated from a public agency which contracts with CalPERS or a reciprocal agency for six months or more, the retirement benefit shall be:

2% at age 62; 3 year final compensation

The required employee contribution shall be:

6.50% of reportable compensation.

Note that for those new employees described above, the compensation used to determine final retirement benefits is capped under PEPRA. This cap does not limit compensation but does cap the amount of salary that is used to determine retirement benefits. That cap shall be adjusted annually. Please contact Human Resources for details.

Current CalPERS Members

For employees hired after 1/1/2013 who are **CURRENT MEMBERS** of CalPERS or a reciprocal agency and **HAVE NOT** been separated from service from such agency for six months or more, the retirement benefit shall be:

2 % @ age 55; 3 year final compensation

The required employee contribution shall be:

1% of reportable compensation towards the employee share of CalPERS contributions and 4% of reportable compensation towards the employer share of CalPERS contributions. Please refer to the current Memorandums of Understanding for information on future increases or contact Human Resources if you have specific questions.

* A list of reciprocal agencies can be found in the publication, When You Change Retirement Systems (<https://www.calpers.ca.gov/docs/forms-publications/change-retirement-systems.pdf>).