

City of Suisun City is an equal opportunity employer



Suisun City, California



MAINTENANCE WORKER I/II

Full Time

\$27.16 – \$36.32 per hour DOQ

Apply by: Friday, August 16, 2024

Oral Board Interviews will be held on Tuesday, August 20, 2024

THE POSITION

Under general supervision, receives assignment to specific functional areas; performs duties and assignments that may overlap depending on the operational needs of the department and staffing levels; performs skilled maintenance, repair and construction work in the completion of assigned activities and operations of assigned division including streets, traffic signals, street lights, recreation facilities, landscaped areas, collection systems, and other public facility maintenance; operates maintenance and construction tools and equipment; performs a variety of maintenance tasks relative to assigned area of responsibility.

IDEAL CANDIDATE - ESSENTIAL JOB FUNCTIONS

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Performs a variety of maintenance and repair work on various City facilities and structures including streets, landscaped areas, recreation facilities, sewer, storm drains, traffic signals, and other public facilities.
- Operates construction and maintenance equipment and power tools such as a dump truck, front-end loader, backhoe, tractor, overlay machine, jetter, compressor, jackhammer, paint sprayer, and concrete saw; maintains hand tools and assigned equipment; performs preventive maintenance on equipment.
- Conducts traffic control when working in high traffic areas of the City; installs street barricades and cones prior to the performance of maintenance or repair activities; directs and controls traffic around work sites.
- Performs various street maintenance functions; identifies and repairs pothole areas; repairs or replaces cracked, raised, sunken, or otherwise damaged sidewalks, curbs, and gutters; removes any roadway hazards; identifies all areas needing striping and/or painting; maintain, clean, and repair collection systems.

MINIMUM QUALIFICATIONS

MAINTENANCE WORKER I

- High School Diploma or equivalent
- Six months of routine general maintenance work

MAINTENANCE WORKER II

- High School Diploma or equivalent
- Two years of experience in public works maintenance or repair experience comparable to that of a Maintenance Worker I with the City of Suisun City.

LICENSE OR CERTIFICATE

- Possession of a valid California class C driver's license

REQUIRED KNOWLEDGE AND ABILITIES: The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties. Please review the class spec for the complete list of required knowledge and abilities.

- **Knowledge:** General knowledge of and experience in methods, techniques and practices used in the cleaning, maintenance and repair of street, drainage, storm water, sewer facilities, sidewalks, curbs, street lighting and traffic signal systems; general knowledge of and experience in methods, techniques and practices used in landscape maintenance including pesticide, herbicide, fertilizer application and irrigation systems; operation and care of equipment; safe work practices and policies.
- **Abilities:** Ability to perform a variety of repair and maintenance tasks; understand and follow written and oral directions; understand and apply safety regulations and safety equipment; operate and care for a variety of light equipment commonly used in the performance of the required duties; perform basic computer and email operations; and perform all physical aspects of assigned duties requiring physical fitness and endurance.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT: *The conditions outlined in the class specification are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

BENEFITS:

- **Medical Insurance** - The City pays for medical coverage up to current Kaiser Permanente Family rate. Employees covered by another insurance plan may be eligible for a cash payment up to \$700 per month in lieu of enrolling in the City's health plans. City offers IRS Section 125 benefits plan for dependent care and healthcare reimbursement accounts. Vision and dental insurance options available at competitive rates.
- **Retirement** - Public Employees Retirement System (CalPERS) of 2% @ 55 for Classic Employees, or 2% @ 62 for new employees subject to the California Public Employees' Pension Reform Act (PEPRA) of 2013. City does not participate in Social Security, but does withhold for Medicare, in accordance with federal law.
- **Longevity:** 2% at 5 years, 2% at 10 years, 2% at 15 years (total of 6%).
- **Life Insurance** - Fully City-paid life insurance of \$200,000 for employee only.
- **Deferred Compensation Plan** - City contributes match up to \$100 per pay period up to \$2600 per fiscal year into Deferred Compensation Plan.
- **Tuition Reimbursement** - Up to \$1000 per fiscal year.
- **Paid Leave** - 96 hours of sick leave, 14 paid holidays per year plus a birthday holiday to be taken within 30 days of birthday, and 80 hours paid vacation per year for the first five years of service, increasing over time.
- **Uniform Allowance** - Boot Allowance of \$250 per year.

APPLICATION/SELECTION PROCEDURE: The City of Suisun City utilizes CalOpps.org to accept and process employment applications. To access the online application, please go to www.Suisun.com/careers and select the appropriate link. Resumes will not be accepted in lieu of the City's official application form, but should accompany the application. All applications and resumes will be reviewed to select those applicants whose qualifications appear to most closely match the requirements of the position. A limited number of qualified applicants may be invited to participate in the subsequent phase(s) of the recruitment process, which may include one or more of the following: written examination, performance examination, assessment exercises, oral interviews, and complete background checks. Meeting the minimum qualifications does not guarantee advancement in the selection process.

COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA): With prior notice to the Personnel Department regarding testing or job performance modifications, the City will make reasonable accommodations for qualified applicants and employees with disabilities. Disabled individuals requiring accommodation during the application/hiring process should notify the personnel office.

IMMIGRATION REFORM & CONTROL ACT: In accordance with the Immigration Reform and Control Act of 1986, all potential employees will be required to provide proof of United States Citizenship or authorization to work in the United States. The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.