



SAN RAFAEL

THE CITY WITH A MISSION

SEWER MAINTENANCE WORKER I/II

Level I: \$4,703 – \$5,716 per month

Level II: \$5,061 - \$6,151 per month

Plus excellent benefits

(2% salary increase for all SEIU positions effective July 1, 2019)

Open Until Filled: *Apply by Wednesday, April 24, 2019, for first consideration*

THE POSITION:

The San Rafael Sanitation District is recruiting for a Sewer Maintenance Worker I/II. Under general supervision, the Sewer Maintenance Worker I/II performs a variety of manual and semiskilled tasks involved in the maintenance, improvement and operation of the City's sewage pumping stations and gravity sewer lines.

Sewer Maintenance Worker I: This is the entry level to this classification series. Under close supervision, incumbents perform the least skilled and most repetitive tasks while learning to use and apply the methods, materials, tools and equipment involved. Incumbents normally advance to the "II" level after two years of successful experience and demonstrating proficiency for Level II work.

Sewer Maintenance Worker II: This is the full working level of the series. At this level, incumbents perform more skilled tasks, work with greater independence and perform more light equipment operation. Incumbents may work alone or in pairs without direct site supervision. Incumbents will operate the vactor and the power rodder.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Operates light power driven, hand held and "walk-behind" equipment and uses shovels, rakes, other hand tools, jackhammers, dump trucks in the performance of assigned duties.
- Performs manual and semiskilled work in flushing, clearing, maintaining sewer and storm drainage, pipelines, culverts, force mains and pumping stations.
- Performs or assists in starts, stops, inspects, lubricates and adjusts pumps, valves, motors, drive shafts, universal joints and flow rates at pumping stations.
- Performs or assists in taking chemical samples and adjusts rate of chemical flows.
- Performs or assists in removing and replacing pumps, motors, valves and related, and performs repairs. May rebuild components on a limited basis.
- Performs or assists in excavation and repair or replacement of sewer gravity lines.
- Places traffic barriers and warning signs and directs traffic as necessary.
- Assists in the orientation and on-the-job-training of new employees.
- Assists in notifying residents of sewer system work which may affect their lines, and cooperates with other agencies on repairs.
- Assists in emergency Public Works repairs and maintenance including work in other sections of the Department.
- Performs related duties as required.

KNOWLEDGE/ABILITY TO:

Sewer Maintenance Worker I:

- Knowledge of basic use of hand and routine power tools.
- Ability to understand and follow oral and written instructions.
- Ability to operate and maintain basic hand and power tools.

Sewer Maintenance Worker II:

- Knowledge of techniques and materials used in the maintenance, improvement and operation of sewer pumping stations and gravity sewer lines.
- Knowledge of operation and operator maintenance of a wide variety of hand and power tools and light equipment.
- Knowledge of safe working practices.
- Ability to understand and follow oral and written instructions.
- Ability to operate and maintain basic hand and power tools.
- Ability to operate and maintain a wide variety of hand and power tools, and light equipment.
- Ability to assist in inspecting, servicing, adjusting and repairing pump station equipment including pumps, valves, remove and replace motors, chemical systems, etc.
- Ability to work independently and using judgment to accomplish assigned tasks.
- Ability to keep records of materials and equipment used, hours spent location of work, etc.

EDUCATION and/or EXPERIENCE:

Sewer Maintenance Worker I:

- Sufficient formal and/or informal education to provide necessary reading and communication skills.
AND
- Some prior experience in street maintenance work that would include mechanical and hydraulic repair of pumps, gates, valves, pipelines and related.

Sewer Maintenance Worker II:

- Graduation from high school or equivalent **AND**
- Two (2) years of increasingly responsible experience in the operations and maintenance of Public Works sewage pumping stations and gravity sewer lines, equivalent to the Sewer Maintenance Worker I classification at the City of San Rafael.

SPECIAL REQUIREMENTS:

Sewer Maintenance Worker I:

- **Within one year of hire, must possess a valid California Class "B" driver's license with a tank endorsement to drive the vector in a training capacity.**
- Must be willing to work underground, in confined places, in and near bacterially contaminated liquids, and in exposure to unpleasant and potentially hazardous conditions.
- Must be willing to work overtime and on call as needed for emergency repairs.
- Will be subject to Department of Transportation's Drug and Alcohol Regulations

Sewer Maintenance Worker II:

- Must possess a valid California Class "B" driver's license and have a satisfactory driving record.
- Must be willing to work underground, in confined places, in and near bacterially contaminated liquids, and in exposure to unpleasant and potentially hazardous conditions.
- Must be willing to work overtime and on call as needed for emergency repairs.
- Will be subject to Department of Transportation's Drug and Alcohol Regulations.

LANGUAGE/MATHEMATICAL/REASONING SKILLS:

- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write simple correspondence.

- Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.
- Ability to add and subtract two digit numbers and multiply and divide with 10's and 100's.
- Ability to perform these operations using units of American money and weight measurement, volume, and distance.
- Ability to apply common sense understanding the carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.

PHYSICAL DEMANDS:

The physical demands described here 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 functions. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions, moving mechanical parts, and fumes or airborne particles. The employee is frequently exposed to toxic or caustic chemicals and outside weather conditions. The employee is occasionally exposed to risk of electrical shock and vibration. The noise level in the work environment is usually moderate. Hazards are moderate, fairly predictable and protected against.

APPLICATION AND SELECTION PROCESS:

City of San Rafael application is required. Resumes do not substitute for the City application. Candidates should detail related education and experience on the application. The examination process may include the following application appraisal and oral board interview examination. The passing point for the oral board examination final score will be 70%. Note: Prior to appointment, candidate must pass a pre-employment physical, background check, driving record check, and fingerprinting. To file an application, go to: www.calopps.org. Select "Member Agencies". Select "San Rafael". Follow this link to apply: <https://www.calopps.org/san-rafael/job-19843010>

Reasonable Accommodation: The City of San Rafael will make reasonable accommodations in the exam process to accommodate disabled applicants. If you have a disability for which you require an accommodation, please contact us at (415) 485-3474 before the oral board date.