

City of Firebaugh

WATER & WASTEWATER SUPERVISOR

Salary: DOQ – Monthly \$5,570 - \$7,464

Requirements: License or Certificate:

Candidates must have Grade II Wastewater and Grade II Water Treatment Certificates, with one year of supervisor experience & CA Divers License.

Utility Maintenance Work I

Salary: DOQ - Monthly \$3,089-\$4,140

Requirements: License or Certificate:

- High School Diploma
- Class B or C Driver License

Benefits:

- Vacation – 80 hours per year.
- Sick - 96 hours per year
- Holidays – 13.5 days per year
- Medical – 80% City Portion
- Vision – 90% City Portion
- Dental - 100% City Portion

Retirement: CalPERS - Classic Members – 2.5% @ 55 / PEPRAs Members – 2% @ 62

Deadline: April 19, 2024, at 4pm

Job Description Attached

CITY OF FIREBAUGH

WATER AND WASTEWATER MAINTENANCE SUPERVISOR

DEFINITION

Under direction, to lead, train, oversee, and participate in the more complex and difficult work of staff responsible for providing streets, parks, water, sewer, buildings, and facilities maintenance, repair, and construction services; to skillfully operate heavy equipment; and to perform a variety of technical tasks and assistance for the Public Works Director.

SUPERVISION EXERCISED

Exercises technical and functional supervision over lower level staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Lead, plan, and review the work of staff responsible for providing maintenance, repair, and construction services for City streets, parks, water, sewer, buildings, and facilities.

Perform semi-skilled and skilled manual work in the maintenance and repair of City streets; grade, scrape, and level surfaces in preparation for road paving; assist in the repair of curbs and gutters, and the paving of streets and alleys using pneumatic tools, asphalt rakes, and other hand tools.

Participate in the installation, maintenance, and repair of water and sewer systems; maintain water and sewer systems in operating order by inspecting, installing, removing, repairing, and replacing malfunctioning parts and sections.

Perform skilled operation of motor grader, tractors, dump trucks, sewer trucks, front-end loader, backhoe, and other heavy and light equipment.

Estimate time, material, and equipment required for assigned jobs; requisition materials as required; order parts as necessary and ensure parts ordered and received in a timely fashion.

Lead and train the use and operation of a variety of vehicles, tools, and equipment used in the maintenance, repair, and construction of City streets, parks, and water and sewer lines including manual tools and light and moderately heavy power driven equipment and pneumatic jackhammer, and power grader.

Train assigned employees including in the areas of work methods, techniques, and the use and safe operation of equipment.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Verify work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable work methods; ensure adherence to safe work practices and procedures.

Ensure the adherence with applicable standards and specifications; maintain cleanliness of work area and tools.

Weld, repair, and fabricate equipment.

Perform the full range of duties in the assigned area of work.

OTHER JOB RELATED DUTIES

Perform related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Operations, services, and activities of a street, parks, water, and sewer maintenance, repair, and construction program.

Principles of lead supervision and training.

Methods and techniques of street, parks, water, and sewer maintenance, repair, and construction.

Operational characteristics of street, parks, water, and sewer maintenance, repair and construction equipment and tools used in the area of work assigned.

Occupational hazards and standard safety practices necessary in the area of work assigned.

Principles and procedures of record keeping and reporting.

Safe driving Principles and practices.

Skill to:

Operate a variety of street, park, water, and sewer maintenance, repair, and construction equipment and tools in a safe and effective manner including manual tools, pneumatic jackhammer, and power grader.

Perform heavy manual labor for extended periods of time in all types of weather.

Operate a motor vehicle safely.

Ability to:

Plan, organize, and review the work of street maintenance staff in the area of work assigned.

Provide lead supervision and training to assigned staff.

Independently perform the most difficult street maintenance, repair, and construction work in the area of work assigned.

Read, interpret, and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.

Interpret and apply policies, procedures, laws, and regulations pertaining to assigned programs and functions.

Perform cement and masonry work.

Perform minor repairs and adjustments to equipment and tools.

Work independently in the absence of supervision.

Understand and follow oral and written instructions.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Minimum Qualifications:

Experience:

Four years of increasingly responsible journey level experience in street, park, water, and sewer maintenance, repair, and construction and equipment operation work.

Training:

Equivalent to a high school diploma supplemented by specialized training in the areas assigned and lead supervision and training.

License or Certificate:

1. Possession of a Grade II Water Treatment Plant Certificate
2. Possession of a Grade II Wastewater Treatment Plant Certificate
3. Possession of a Class B driver's license with airbrake endorsement.
4. Possession of a Grade II Water Distribution Certificate
5. Possession of a Grade II Wastewater Collection Certificate
6. Possession of a Back Flow Certificate

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, push, pull, and lift 75 lbs; exposure to cold, heat, noise, outdoors, vibration, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for on-call, stand-by, and emergency call.

Effective Date: July 1, 2017

City of Firebaugh
Water & Wastewater Maintenance Supervisor

CITY OF FIREBAUGH

UTILITY MAINTENANCE WORKER I UTILITY MAINTENANCE WORKER II

DEFINITION

Under immediate supervision (Utility Maintenance Worker I), or general supervision (Utility Maintenance Worker II), to perform a variety of semi-skilled and skilled duties in the maintenance, repair, and construction of City streets, parks, and water and sewer lines; to use and operate manual tools and light and moderately heavy power driven equipment; and to perform a variety of maintenance tasks relative to assigned areas of responsibility.

DISTINGUISHING CHARACTERISTICS

Utility Maintenance Worker I--This is the entry level in the class series. Positions at this level usually perform most of the duties required of the positions at the II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgement in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, employees may have only limited or no directly related work experience.

Utility Maintenance Worker II--This is the full journey level in the class series. Positions at this level are distinguished from the I level by the performance of the full range of duties as assigned, working independently and exercising judgement and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class series are flexibly staffed and positions at the II level are normally filled by advancement from the I level requiring three years of experience and successful performance. When filled from the outside, the employee is required to have prior related experience which allows the employee to meet the qualification standards for the II level.

SUPERVISION EXERCISED

Utility Maintenance Worker I

Exercises no supervision.

Utility Maintenance Worker II

May exercise technical and functional supervision over lower level staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Perform semi-skilled and skilled manual work in the maintenance and repair of City streets, parks, and water and sewer lines; grade, scrape, and level surfaces in preparation for road paving; assist in the repair of curbs and gutters and the paving of streets and alleys using pneumatic tools, asphalt rakes, and other hand tools.

Remove and replace road surface material and debris; load, transport, and unload stones, gravel, dirt, supplies, and equipment as required; trim trees as assigned.

Install, repair, and clean storm drains, pipelines, catch basins, and storm drain grates.

Clean and maintain storm water lift pump station; lubricate lift pumps.

Break up concrete or asphalt, build and set forms, and mix and pour cement for curbs, gutters, sidewalks, and sidewalk ramps.

Fill, patch, and resurface holes, cracks, ditches, and service laterals.

Paint parking stalls, crosswalks, curbs, and street lines.

Install and replace street signs and traffic signs.

Participate in the installation, maintenance, and repair of water and sewer systems; maintain sewer systems in operating order by inspecting, installing, removing, repairing, and replacing malfunctioning parts and sections.

Inspect and clean the interiors of sewers and lift station; conduct routine tests of sewer pipes; cut and remove roots, grease, and other obstacles from sewers.

Remove and inspect manhole covers and manholes; mix, pour, and finish concrete to raise manholes to street surfaces; replace manhole covers as needed.

Install, renew, and disconnect water services; install and repair mains, laterals, valves, and fittings; thread and fit pipe; perform soldering and torch cutting of pipe; read, replace, repair, and rebuild water meters; turn on and off main line valves, hydrants, and fire service lines; pressure test lines of new construction; exercise valves and hydrants.

Place traffic control and warning signs; serve as a flagman; set up lanterns and barricades.

Operate chemical sprayer in assigned areas to abate weeds.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Operate City-owned tools, equipment, vehicles, and rental equipment; operate heavy equipment including grader, loader, fork lift, backhoe, sewer rodder truck, and skip loader.

Perform preventative maintenance procedures and minor maintenance and adjustments on equipment used.

Perform the full range of turf maintenance duties; water, mow, weed, trim, aerate, renovate and fertilize turf.

Trim and prune bushes, trees, and shrubs to provide clearance of sidewalks and signs, as well as to ensure the continued health of the bush, tree, or shrub.

Perform a variety of duties in the maintenance and repair of the irrigation system; change and adjust heads; maintain controllers; assist in irrigation system installation and maintenance projects.

Assist in the removal of fallen trees, stumps, fallen limbs, and related debris resulting from storm damage and general conditions.

Rake leaves and clear debris from walks, fields, and other facilities; pick up trash.

Clean and maintain rest rooms; stock rest rooms with necessary supplies; repair toilets, urinals and faucets.

OTHER JOB RELATED DUTIES

Perform related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Utility Maintenance Worker I

Knowledge of:

Proper use and maintenance of tools and equipment including the operational characteristics of light and moderately heavy motorized equipment.

Safe driving principles and practices.

Skill to:

Learn to operate a variety of street and parks maintenance, repair, and construction equipment and tools in a safe and effective manner including manual tools and pneumatic jackhammer, power grader, and asphalt laying machine.

Perform heavy manual labor for extended periods of time in all types of weather.

Operate a motor vehicle safely.

Ability to:

Learn, interpret, and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

Learn occupational hazards and standard safety practices necessary in the areas of street, water, and sewer maintenance, repair, and construction.

Learn materials, methods, practices, and equipment used in street, parks, water, and sewer maintenance and repair.

Learn to read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.

Perform cement and masonry work.

Perform minor repairs and adjustments to equipment and tools.

Understand and follow oral and written instructions.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Minimum Qualifications:

Experience:

One year of experience performing a variety of maintenance, repair, and construction and equipment operation work.

Training:

Equivalent to a high school diploma.

License or Certificate:

Ability to obtain a Grade I Water Distribution Certificate within one year.

Ability to obtain a Grade I Wastewater Collection Certificate within one year.

Ability to obtain a Class B driver's license with air brake endorsement within one year.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, push, pull, and lift 75 lbs.; exposure to cold, heat, noise, outdoors, vibration, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for on-call, stand-by, and emergency call.

Utility Maintenance Worker II

In addition to the qualifications for Utility Maintenance Worker I:

Knowledge of:

Operational characteristics of specialized street, parks, water, and sewer maintenance and repair equipment.

Materials, methods, practices, and equipment used in street, parks, water, and sewer maintenance and repair.

Occupational hazards and standard safety precautions necessary in street, parks, water, and sewer maintenance and repair work.

Pertinent Federal, State, and local laws, codes, and regulations.

Skill to:

Operate the full range of equipment and tools used in street, parks, water, and sewer maintenance and repair in a safe and effective manner.

Ability to:

Perform street, parks, water, and sewer maintenance and repair with accuracy, speed, and minimal supervision.

Read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.

Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.

Minimum Qualifications:

Experience:

Three years of experience as a Utility Maintenance Worker II.

Training:

Equivalent to a high school diploma.

License or Certificate:

Possession of a Grade I Water Distribution Certificate.

Possession of a Grade I Wastewater Collection Certificate.

Possession of a Class B driver's license with air brake endorsement.

Special Requirements:

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, push, pull, and lift 75 lbs.; exposure to cold, heat, noise, outdoors, vibration, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for on-call, stand-by, and emergency call.

Effective Date: September, 2001