



Street Maintenance Worker I/II

Class Specification

Revised 9/23

Class ID: 769

Unit: NAME

Probation: 6 Months

FLSA: Non-Exempt

DEFINITION

Under supervision, performs a variety of routine construction, repair, and maintenance tasks on City streets, roads, sidewalks, storm drains, and public rights-of-way, and in the installation, manufacture and maintenance of traffic signs, pavement markings and other non-electrical traffic control devices; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from the Maintenance Supervisor or designee with technical and functional direction from the Senior Street Maintenance Worker. Exercises no direct supervision over staff.

DISTINGUISHING CHARACTERISTICS

Street Maintenance Worker I –This is the entry level class in the Street Maintenance Worker series. Positions in this class typically have minimal related work experience and work under immediate supervision while learning job tasks. The Street Maintenance Worker I class is distinguished from the Street Maintenance Worker II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, and progress to general supervision as procedures and processes of assigned area of responsibility are learned.

Street Maintenance Worker II –This is the journey level class in the Street Maintenance Worker series and is distinguished from the Street Maintenance Worker I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. This class is distinguished from the Senior Street Maintenance Worker in that the latter performs advanced and complex journey level duties and provides lead direction to lower-level maintenance personnel.

Positions in the Street Maintenance Worker class series are flexibly staffed and positions at the Street Maintenance Worker II level are normally filled by advancement from the Street Maintenance I level after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF JOB FUNCTIONS (Illustrative Only)

Build forms and prepare surfaces for paving, patching, or repair/reconstruction of streets, curbs, gutters, culverts, ramps, and related public works facilities.

Set up traffic control such as sign boards, cones, and warning signs; follow safety protocols, and report or correct safety hazards to supervisor.

Clean and remove debris from streets, gutters, storm drains, catch basins, drainage ditches, sidewalks, and street construction sites.

Install and maintain traffic and street signs, paint traffic markings on streets, crosswalks, and curbs.

Replace, maintain, and repair guard rails, traffic dividers, signs, and similar traffic control devices.

Operate power street sweeper and maintain and replace sweeper booms and liquids.

Grade drainage ditches, access roads and similar areas.

Perform routine preventive maintenance on tools and equipment used in streets maintenance work and stock vehicles with adequate supply of tools and equipment needed to perform the work.

Work with contractors on repair assignments.

Maintain records of work performed and materials used.

May use a computer to enter and retrieve information related to work assignments and record-keeping.

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:

- Uses and purposes of basic general construction and related maintenance tools and equipment.
- Safe work practices and maintenance operations.

In addition to the above qualifications, the Street Maintenance Worker II requires knowledge of:

- Methods, techniques, and tools used in the routine maintenance and repair of streets, storm drains, catch basins, sidewalks, and related public works facilities.
- Methods and techniques related to street signing, marking, and painting work.

Skill or Ability to:

- Learn and safely perform tasks in a variety of street maintenance repair work; understand maintenance operations; perform heavy manual labor.
- Analyze problem equipment; identify and locate equipment; interpret work orders; and explain jobs to others.
- Consistently observe safety rules, and safely operate hand and power tools, and vehicles.
- Safely handle chemicals including cleaning products, solvents, and other materials and supplies.
- Learn to use a personal computer for electronic mail communication and to enter and retrieve data related to work orders, supplies, and hours worked.
- Understand and follow oral and written instructions; read, interpret, and understand blueprints, drawings, diagrams, specifications, operating instructions, and manuals.
- Communicate clearly and concisely, both orally and in writing.
- Work unusual/prolonged work schedules during emergencies or seasonally caused circumstances.
- Respectfully and effectively collaborate with a variety of people of varying backgrounds and roles. Demonstrate tact, professionalism, and diplomacy.

In addition to the above qualifications, the Street Maintenance Worker II requires the skill or ability to:

- Independently perform routine semi-skilled work in the maintenance and repair of streets, storm drains, catch basins, sidewalks, and related public works facilities.

- Operate light and heavy equipment, including jack hammer, backhoe, dump truck, grader, roller, and power street sweeper.

Education and Experience:

Any combination of education and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Street Maintenance Worker I - Possession of a high school diploma or equivalent, and six (6) months of general maintenance and construction experience.

Street Maintenance Worker II – Possession of a high school diploma or equivalent, and two (2) years of increasingly responsible experience performing street repair and maintenance work similar to that of a Street Maintenance Worker I with the City of Newark.

License and Certificate:

Street Maintenance Worker I

- Possession of a valid driver license and a satisfactory driving record throughout employment.

Street Maintenance Worker II

- Possession of a valid driver license and a satisfactory driving record throughout employment.
- Possession of a valid California Class A driver license with tank endorsement throughout employment. Positions performing safety sensitive functions are subject to the Federal Highway Administration Department of Transportation (D.O.T.) regulations and the City's Administrative Regulation concerning drug and alcohol testing as a continuing condition of employment with the City.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate the above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Willingness and ability to work emergency overtime and available on call, as required. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, or heavier weights with the use of proper equipment and assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with members of the public or with staff under emotionally stressful conditions while interpreting and enforcing departmental policies and procedures.

