

JOB DESCRIPTION

GENERAL MAINTENANCE WORKER

Position: full-time, part-time, temporary

Status: Non-exempt

DEFINITION: Under close supervision, performs a variety of routine and skilled work involved in building and grounds maintenance, basic plant maintenance and basic water system maintenance, while learning the more advance plant operation and water system assignments and skills. Once an incumbent has demonstrated sufficient knowledge and ability to perform full range operations, they may be eligible for promotion to other job classifications.

EMPLOYMENT STANDARDS: Any combination of education and experience equivalent to graduation from high school.

- Possess a valid California driver's license and acceptable driving record for District Purposes; and ability to obtain Grade 2 Treatment or Distribution License.
- Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years and no DUI violations for five (5) years.

DESCRIPTION OF TASKS:

- Maintains and repairs building and grounds including structures, equipment, plumbing and mechanical.
- Inspects and fuels vehicles.
- Performs a variety of basic maintenance assignments at District water treatment plant, booster station, wells and distribution system.
- Learns location of valves and meters, and inspect for proper operation and documents results of inspection regarding the replacement of parts, packing lubrication, etc.
- Addresses customer complaints and investigates possible service problems such as high or low water pressure, leaking lines, defective meters, and other District related complaints and problems.
- Learns to operate automatic and manually controlled equipment, motors, and pumps used in the treatment, purification, and disinfection of water.
- Learns to take samples at established times, performing standardized quality control tests, and adjust chemical feeders and other plant equipment to control the amount of chemical used to maintain specified water treatment levels within state requirements.

- Learns to make meter and chart readings, interpreting information to determine the proper operation of treatment equipment and water conditions.
- Learns to make regular assessments of water flow, turbidity, pressure, chemical use, residuals, temperatures, and other pertinent data to maintain proper plant operating conditions.
- Learn the backwashing and water recycling procedures.
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.

OTHER RESPONSIBILITIES:

- May operate a vehicle to travel to pumping stations and other facilities for inspection and maintenance work.
- Work schedules will vary depending on work load and coverage.
- May be assigned to be on a 24 hours per day, 7 days a week standby call, on a rotating schedule.
- Performs related duties as assigned.
- Position is at-will employment.

TYPICAL PHYSICAL ACTIVITIES:

- Possess the ability to lift 50# and work in a variety of body position for long periods, including standing, walking, bending and twisting.
- Stoops, kneels, crouches, crawls, and climbs during plant maintenance and repair work.
- Works in an environment with exposure to dust, dirt, chemicals and significant temperature changes between cold and heat.
- Exposure to the sun: 50% to 100% work time spent outside a building and exposed to the sun.
- Works with office equipment such as computer terminals, copiers, and fax machines.