

Maintenance Technician I

Established Date: February 17, 2006

Revision Date: February 14, 2007

January , 2017

**Class:** Maintenance and Operations

**Department:** Public Works

**Reports To:** Maintenance and Operations Supervisors

**FLSA Status:** Non-Exempt

# Safety Sensitive: Yes

**SUMMARY:**

Incumbents perform journey level maintenance and/or operational activities in assigned area of responsibility. Depending on assigned area of responsibility, typical duties may include: troubleshooting problems; providing customer service; operating and maintaining a wide variety of tools and equipment; and, compiling data and preparing logs; participating in the design of maintenance and operations systems; programming irrigation systems; and/or, performing other related activities.

# ESSENTIAL FUNCTIONS:

*(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledges, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.) Performs the following:*

Dependable and prompt attendance.

Performs journey level maintenance and/or operational activities in assigned area of responsibility.

Participates in the design of maintenance and operations systems; programming irrigation systems; and/or performing other related activities.

Performs various grounds maintenance work including mowing/edging lawns, watering, weeding, and pruning trees, shrubs and hedges; maintains and modifies existing irrigation systems. Applies pesticides and herbicides for the control of pests and plant diseases.

Installs, replaces, and maintains a variety of fixtures, systems, and/or small structures, which may include: changing and putting up lights; repairing plumbing fixtures; ensuring playground equipment meets safety guidelines; sanding benches and tables; repairing holes in walls; and other related items.

Cleans equipment and debris; loads and unloads trucks; sets up traffic cones and barricades.

Performs a variety of concrete and/or asphalt maintenance and repair activities.

Monitors and maintains inventory and supplies.

Operates a variety of motorized vehicles and related equipment.

Assists in setting up facilities for meetings and/or events.

Performs other duties of a similar nature or level.

# MINIMUM QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

# Education and Experience:

* High School Diploma or GED: and
* Two (2) years of increasingly responsible experience in area of responsibility.

**Preferred Certifications:**

* Valid Arizona Driver’s License.

*Depending on assignment, may require:*

* Pesticide Applicator’s License.
* Commercial Driver’s License.
* Backflow Prevention Specialist Certification.

# Knowledge, Skills and Abilities Knowledge of:

* Standard practices, methods and materials of assigned work;
* Applicable vehicle and equipment operation standards;
* Occupational hazards and applicable safety principles and practices;
* Use and properties of supplies and equipment;
* Inventory maintenance principles;
* Business math concepts;
* Applicable federal, state and local laws, codes, regulations (based on assignment);
* Customer service principles; and
* Specialized equipment relevant to area of assignment.

# Skill in:

* Following and providing directions and meeting standards;
* Providing attention to detail in assignments;
* Comprehending reference books, manuals and related materials;
* Prioritizing and organizing work;
* Operating and maintaining assigned tools and equipment;
* Performing manual labor;
* Business math calculations;
* Interpreting and applying applicable laws, codes, regulations and standards (based on assignment);
* Providing customer service;
* Utilizing a computer and relevant software applications; and
* Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisors, the general public and others to sufficiently exchange or convey information and to receive work direction.
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# Ability to:

* Establish and maintain effective working relationships with other City staff and the public; and
* Work safely.

# PHYSICAL DEMANDS:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job or that 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.

* Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing and repetitive motions.
* Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.
* Incumbents may be subjected to moving mechanical parts, vibrations, fumes, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, and intense noises.

# 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.

* Incumbents work in the outdoors and are exposed to extremes in temperature. The noise level is usually moderate.

*This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needs of the employer and requirements of the job change.*