

FACILITIES MAINTENANCE WORKER III

DEFINITION

Under direction, leads, plans, oversees, and participates in the more complex and difficult work of staff responsible for the construction, maintenance and repair associated with the District's water and wastewater utility facilities, equipment, structures, grounds, and easements; oversees and participates in performing preventive/predictive maintenance on assigned facilities and structures; operates and maintains a variety of hand and power tools and equipment; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from assigned supervisory or management personnel. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced-level classification in the Facilities Maintenance Worker series. Incumbents work under general direction and exercise a high level of discretion and independent judgment in performing the full range of routine to complex duties in the construction, maintenance and repair associated with the District's buildings, water and wastewater utility facilities, equipment, structures, grounds, and easements. Incumbents also provide lead direction and supervision to technical and field staff.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the typical functions of the job.

- Plans, oversees, performs, leads, inspects and reviews the work of staff responsible for various semi-skilled and skilled activities associated with the installation, construction, repair and maintenance of District facilities, including rough and finish carpentry, framing, roofing, concrete forming and finishing, block wall construction, irrigation systems repair, asphalt work, painting, drywall, plumbing, demolition of structures, weatherproofing, and grounds maintenance.
- Plans, participates in and performs the most difficult, complex, and skilled work in facilities maintenance, including operating a variety of heavy equipment including industrial trucks, cranes, scissor lifts, boom lifts, and bucket-boom trucks.
- Implements a preventive/predictive maintenance program related to the District's reservoirs, treatment plants, tank sites, well sites, booster stations, lift station sites, diversion structures and canals.
- Provides administrative support for the District's asset management program; develops and recommends modifications to assigned maintenance programs and procedures.
- Trains assigned employees in their areas of work, including facilities maintenance methods, procedures, and techniques; provides feedback and assists department leaders with evaluating subordinates' performance.
- Operates, oversees, trains, and observes staff in the safe use, work methods, care and operations of facilities maintenance and safety equipment, such as hand and power tools,

dump trucks, forklifts, loaders, generators, compressors, pressure washers, electric and gasoline powered construction equipment, and related equipment; secures worksites from safety hazards as necessary; attends safety meetings; assists with safety program development, procedures and training.

- Completes building and site inspections and equipment monitoring associated with facilities maintenance operations; maintains records and makes reports of work conducted or planned.
- Participates in and/oversees assigned contracts and contractors; monitors, coordinates, and reviews the work to ensure compliance with safety standards and contract specifications.
- Prepares and submits estimates of time, labor, materials, and supplies required to complete assigned work; maintains accurate, up to date records on all maintenance activities.
- Provides maintenance assistance and coordinates work assignments across functional areas, such as those involved in water and wastewater systems and valve maintenance and repair, construction/reconstruction, plant and dam maintenance operations, and other District facilities and maintenance operations.
- Provides information and responds to public inquiries and complaints in a timely and courteous manner.
- Operates a variety of standard office equipment and technologies, including specialized software.
- Responds to emergency call out situations on weekends and holidays as assigned.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Advanced methods and procedures in building construction repair and remodeling including framing, concrete and masonry construction, roofing, concrete finishing, block wall construction, asphalt work, painting, drywall, plumbing, and demolition.
- Principles of preventive and predictive maintenance programs.
- Construction blueprints, plans, diagrams, and maps.
- Proper procedures used in the safe operations, maintenance and repair of construction equipment, hand and power tools used in work activities.
- Basic principles and practices of record keeping.
- Basic mathematical principles.
- Principles of providing functional direction and training.
- Occupational hazards and standard safety practices.
- Applicable federal, state, and local laws, codes, and ordinances relevant to area of responsibility.
- Occupational hazards and safe work practices.
- Maintenance service contracts and invoicing procedures.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and District staff.
- The structure and content of the English language to effectively perform assigned work.
- English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Perform a variety of skilled and complex facilities and equipment construction, maintenance, troubleshooting and repair work.

- Ensure the timely and accurate completion of assigned maintenance and repair activities.
- Perform manual labor outdoors in temperature extremes for extended periods of time.
- Read, interpret, and work from blueprints, plans, diagrams, and maps.
- Plan and lay out work from instructions, sketches and/or service requests.
- Estimate time, materials and equipment required for jobs assigned.
- Requisition materials as required.
- Prepare and maintain records and written reports of maintenance and repair activities.
- Read, understand, and ensure compliance with the District Safety Manual.
- Lead, organize and review the work of assigned staff.
- Safely operate a variety of maintenance equipment and tools, including vehicles, power-driven equipment, and hand tools.
- Lead and participate in oversight, and work effectively and cooperatively with District contracted service providers.
- Independently organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Education:

Equivalent to completion of twelfth (12th) grade.

Experience:

- Four (4) years of increasingly responsible building, grounds and facility maintenance, repair, and construction trades experience.

Licenses and Certifications:

- Possession of a valid California Class C driver's license, to be maintained throughout employment.
- Possession of, or ability to obtain within six (6) months of employment, Certified Boiler Attendant Certification.
- Possession of, or ability to obtain within six (6) months of employment, EPA 608 Certification Card, certified Type III Tech.
- Possession of a valid Water Distribution Operator Grade I (D1) Certification issued by the California State Water Resources Control Board.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein 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 job functions.

ENVIRONMENT

Outdoor field environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, vibrations, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work in or around water; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; incumbents may be required to work extended hours including evenings and weekends.

PHYSICAL

- Level Three
- NIDA
- Pulmonary

Incumbents require sufficient mobility to work in a field environment; walk, stand, and sit for prolonged periods of time; frequently stoop, bend, kneel, crouch, crawl, climb, reach, and twist; push, pull, lift, and/or carry moderate to heavy amounts of weights; operate assigned equipment and vehicles; ability to verbally communicate to exchange information.

VISION

See in the normal visual range with or without correction; vision sufficient to read printed documents and to operate assigned equipment. Hear in the normal audio range with or without correction.

HEARING

Hear in the normal audio range with or without correction.