



# CITY OF BANNING, CALIFORNIA

## Maintenance Worker

Job Code: 4250

FLSA

Exempt

Non-Exempt

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**JOB DEFINITION:** Under general supervision, performs a variety of duties associated with maintaining all areas of the City of Banning including parks, airports, water stations, sewers, streets, sidewalks, right of ways and easements to ensure a safe and clean environment.

**ESSENTIAL FUNCTIONS:** *The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

**REPRESENTATIVE DUTIES:** Maintains safe, clean and easy access to all areas of the City of Banning including parks, airports, water stations, sewers, streets, sidewalks, right of ways and easements. Operates power and hand tools and heavy equipment for construction and maintenance projects, checks equipment for proper servicing, operation and safety and reports defects to supervisor. Implements safety procedures and practices when working with heavy equipment, tools and materials.

Removes and repairs asphalt and concrete. Performs tree trimming and removal near streets, sidewalks, sewer and water systems and in parks. Mows, edges and irrigates the grounds and parks to prepare the areas for public activities. Picks up and empties trash at park locations. Controls and completes weed abatement along roadsides, fields, airport properties and easements. Repairs and maintains sprinkler systems in park areas. Implements traffic control plans to minimize accidents and injuries. Installs or replaces street signs. Paints traffic markings, streets and crosswalks. Removes or paints over graffiti on City buildings, structures and/or streets. Cleans and maintains storm drains and sewer and flood control systems. Performs miscellaneous duties including warehousing and irrigation for the Streets/Parks Division and mowing of parks and city owned property.

Performs other duties as assigned or required.

### KNOWLEDGE and SKILLS:

- Knowledge of applicable city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders and other operational guidelines and directives.
- Knowledge of the City's and the Department's policies and procedures.
- Knowledge of street maintenance concepts, techniques and materials.
- Knowledge of asphalt and concrete maintenance, repair and installation methods and techniques.
- Knowledge of park maintenance and beautification concepts, techniques and methods.
- Knowledge of occupational hazards and standard safety precautions.
- Knowledge of operational procedures for power and hand tools and heavy equipment used in street and park maintenance.
  
- Skill in reading, understanding, interpreting and applying relevant city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders, policies and procedures and other operational guidelines and directives.
- Skill in assessing and prioritizing multiple tasks, projects and/or demands.
- Skill in working within deadlines to complete projects and assignments.
- Skill in establishing and maintaining effective working relations with co-workers, staff, vendors, contractors, visitors, the general public and others having business with the City of Banning.

(continued on reverse side)

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**MINIMUM QUALIFICATIONS:** A high school diploma or GED **AND** two (2) years experience in street maintenance, concrete and asphalt improvement projects and/or heavy equipment operation.

**ADDITIONAL REQUIREMENTS:** Must have at the time of application and must maintain a class B California commercial driver license and a valid forklift certificate. May be required to lift and/or carry heavy, bulky supplies, materials, equipment and/or items weighing up to 90 pounds. May be required to work outside the traditional work schedule.