



BODEGA BAY PUBLIC UTILITY DISTRICT

P.O. BOX 70 • 265 DORAN PARK ROAD • BODEGA BAY, CALIFORNIA 94923 TELEPHONE 707-875-3332
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UTILITY MAINTENANCE WORKER I

Definition/Summary

Under general supervision, positions in the Laborer classification perform general labor work in the maintenance, construction, and repair of District facilities and operate motor vehicles.

Essential Functions

- Cleans, washes, and stocks District service vehicles.
- Assists with a variety of maintenance, repair, and construction work on District facilities.
- Performs trench excavation and backfill work.
- Operates pneumatic, hydraulic, and gasoline powered tools such as pavement breaker, clay spade, tamper, vibrator, and compactor.
- Performs brush clearing, weeding, and basic landscape maintenance.
- Loads and unloads materials and equipment.
- Preps and paints pipes, equipment, and buildings.
- 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 Duties

- May learn semi-skilled maintenance, repair, and construction work in an assigned work area.
- Responds to emergency repair requests.
- Performs related duties as assigned.

Job Standards/Specifications

Knowledge of:

- Basic use of power tools and construction materials.
- Proper work safety standards.

Ability to:

- Perform heavy physical labor.
- Safely operate motor vehicles.
- Operate hand and power tools and equipment.
- Follow oral and written directions.
- Pass pre-employment physical and background check.

Typical Physical Activities

- Operates District vehicles and equipment in maintenance and repair work.
- Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 50 pounds.
- Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work.
- Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat.
- Communicates orally with District staff in face-to-face, one-to-one settings.
- Regularly uses a telephone for communication.
- Uses office equipment such as computer terminals, copiers, and FAX machines.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges with or without correction.

Environmental Factors

1. Exposure to sun: 50% to 100% work time spent outside a building and exposed to the sun.
2. Work above floor level: Some work done on ladders or other surfaces from 4 to 12 feet above ground.
3. Wetness: More than 10% of the work time getting part or all of the body and/or clothing wet.
4. Noise: Occasionally there are unusually loud sounds.
5. Slippery surfaces: Occasional work on unusually slippery surfaces.
6. Oil: Some parts of the body in contact with oil or grease occasionally.
7. Dust: Works in or around areas with minor amounts of dust.

Desirable Qualifications

Any combination of education and experience that would likely provide the necessary knowledge and abilities is qualifying.

License Certificate Registration Requirement

Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years.

General Certifications: Possess and maintain the appropriate certification as required by the California State Health Department. Certification(s) need to be finished and obtained either at date of hire or within an acceptability period of time, not to exceed eighteen (18) months from hire. Such as: Cal/OSHA Safety Certification, Grade I Collections, California Water Environment Federation Certificate, etc.

Compensation: Starting @ \$24.88 / hr.

Opening Date: Friday, June 23, 2023

Closing Date: Open until filled.

Applications must be received at the District office, 265 Doran Park Road, Bodega Bay, or PO Box 70, Bodega Bay, CA 94923, or email to j.ames@bodegabaypubd.com

The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.