

## MAINTENANCE WORKER I - AIRPORT

### **DEFINITION**

Under general supervision, performs a variety of unskilled tasks in the maintenance of runways, taxiways, roads, rights-of-way, storm drains, other airport facilities; works in close proximity to large aircrafts; and performs related work, as required.

### **DISTINGUISHING CHARACTERISTICS**

This position is the entry-level class in the Airport Department, working under the supervision of an Airport Maintenance Supervisor, and performs primarily semiskilled and unskilled tasks. Work is performed under direct supervision while following established policies, procedures and regulations. This position may be assigned to emergency standby duty.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Shovels and rakes asphalt; maintains, services and makes minor repairs to equipment; performs cement work; weed removal, cleans storm drains; patches, seals cracks, and performs other maintenance to runways, taxiways aircraft parking areas, and roads; operates licensed vehicles, including light trucks, and dump trucks; operates a variety of equipment, including skip loaders, brush hogs, water trucks; assists in performing herbicide spraying; observes and maintains established safety policies and procedures and takes appropriate precautions to preserve safety and that of others during the course of performing daily tasks; adheres to safety standards as described in the *Illness and Injury Prevention Plan*; utilizes computer software programs competently; communicates effectively, both orally and in writing; routinely adheres to and maintains a positive attitude; maintains effective work relationships with supervisor, fellow City employees, customers, and outside agencies; operates vehicles and equipment in a safe and efficient manner; and performs related duties and responsibilities, as required.

### **EMPLOYMENT STANDARDS**

**Training & Experience** - High school diploma, or GED equivalent, and one year of experience in Public Works construction, street maintenance, or airfield maintenance, including duties in any one or more of the following areas: Streets; concrete placement or repair; asphalt placement or repair; and herbicide spraying.

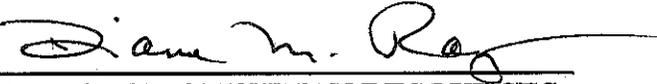
**Knowledge & Abilities** - **Knowledge of:** Basic tools, cement work, asphalt repair, plumbing and painting; and occupational hazards and safety precautions required in public works maintenance. **Ability to:** Understand and carry out verbal and written instructions; lift and transport materials and supplies weighing up to 100 pounds; establish and maintain cooperative and effective work relationships with supervisors, fellow employees and the general public; effectively present instructions and information in writing and verbally to coworkers, the general public, and outside agencies; use patience, tact, diplomacy, and courtesy in dealing with the public and employees; establish and maintain effective working relationships with those contacted in the course of work, including City and other government officials, community groups, and the general public; and apply safe work practices.

**Licenses & Certificates** – Must possess a valid, unrestricted California Class "C" driver's license. Must be able to obtain an Airport access badge with driving privileges within 30 days of appointment.

**WORKING CONDITIONS**

Work is performed in a variety of environmental conditions, both indoors and out, with exposure to wide temperature variations, some exposure to irritating chemicals, noise vibrations, fumes, grease, machinery and its moving parts, odors, and dust. Physical demands require bending, stooping, and frequently lifting moderately heavy and heavy objects up to 100 lbs. Incumbent must be able to see and hear in the normal range, with or without correction, and communicate verbally and in written form with great facility and must be able to be understood. Incumbent will be required to respond to emergencies after regular working hours and on weekends, and must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying shifts.

**APPROVED:**

  
**DIRECTOR OF HUMAN RESOURCES**

**DATE:**

**March 16, 2007**

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.

Shared/jobdescriptions(drafts)/Airport/MaintenanceWorkerI-Airport/03-16-07