



## CITY OF ESCALON EMPLOYMENT OPPORTUNITY

### MAINTENANCE WORKER I

---

**SALARY RANGE:** Maintenance Worker I: \$36,554 - \$44,431/year, Plus excellent benefits

**FINAL FILING DATE:** OPEN RECRUITMENT

**DEFINITION** Under direction of the Public Works Maintenance Superintendent, this position performs a variety of heavy manual unskilled and semiskilled work, alone or as a crew member, in the construction, maintenance and repair of streets, storm drains, water and wastewater systems and other related public works and utility functions.

This is the entry-level class in the public works maintenance series. Initially under close supervision, incumbents with basic maintenance experience learn the City's infrastructure, systems, and facilities, use of tools and equipment, and a wide variety of practices and procedures. As experience is gained, assignments become more varied and are performed with greater independence.

**EXAMPLES OF DUTIES** Perform a variety of duties such as loading and unloading supplies, handling heavy objects, using hand tools and operating maintenance equipment, including tractors, street sweeper, mowers and dump trucks. Assist and perform the duties in the installation, maintenance and repair of various public works systems, such as streets, parks, storm drains, water and sewer systems.

**Knowledge of:**

- Maintenance principles, practices, tools, and materials for maintaining and repairing City infrastructure, facilities, systems, and related appurtenances.
- Operation and maintenance of a variety of hand and power tools, vehicles, and power equipment.
- Traffic control procedures and traffic sign regulations.
- Safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Safe driving rules and practices.
- Basic record keeping principles and procedures.
- Basic computer software related to work.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff.

**Ability to:**

- Perform construction, modification, maintenance, and repair work on streets; or water distribution systems; or wastewater collection systems; or parks, landscapes, and street trees.
- Operate specialized maintenance and repair equipment related to the area of assignment such as: back-hoe, paint machine, concrete asphalt saw, vactor, dump truck, street sweeper, patch truck, forklift, jack hammer, air compressor and other equipment, as required for assignment.
- Locate underground utilities by use of blue prints and electronic locating equipment in accordance with appropriate regulations, depending on assignment.
- Troubleshoot maintenance problems and determine materials and supplies required for repair.
- Make accurate arithmetic calculations.
- Read and interpret construction drawings and specifications.
- Maintain accurate logs, records, and basic written records of work performed.
- Follow department policies and procedures related to assigned duties.
- Understand and follow oral and written instructions.
- Organize own work, set priorities, and meet critical time deadlines.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- 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 which is likely to provide the required

knowledge and abilities which would be acceptable for employment. Equivalent to the completion of high school or GED. Some experience in construction, repair, operation, and maintenance of streets, underground utilities, or parks and landscape, or in related trades is desirable.

**SPECIAL REQUIREMENTS Licenses and Certifications:**

➤ Valid California class C driver's license with satisfactory driving record.

**PHYSICAL DEMANDS** Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces, around machines, and to climb and descend ladders, and operate varied hand and power tools and construction equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 75 pounds and heavier weights with the use of proper equipment.

**WORK ENVIRONMENT** Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

**BENEFITS** – City participates in a High Deductible Health Plan with a Health Savings Account (HSA) through Anthem Blue Cross, Sutter Gould, or Kaiser. The City currently pays 100% of premium for employee and dependents. HSA accounts are provided with 75% - 100% of deductible contributed by City. City pays 100% of premium for employee & dependents for Dental Vision and Chiropractic Plan. CalPERS Retirement for “Classic members”; (2% @ 60) – Employee pays employee portion of 7%, “New Members”; (2% @62) Employee pays employee portion of 6.25%. The City also participates in Social Security. City provides a \$50,000 of Life Insurance. Two weeks of paid vacation, increases to three weeks after 5 years of employment; Sick Leave - 12 days/year. No Maximum; Eleven paid holidays per year and three floating holidays.

**SELECTION PROCESS** –Interested individuals **must** submit a **City application form, Resume and required certificates(if applicable):**

City of Escalon HR Department  
2060 McHenry Ave  
Escalon, CA 95320

Applications will be rejected if they are incomplete and required documentation is not attached. Facsimile copies and postmarks will not be accepted. Applicants with the most appropriate qualifications will be invited to an oral examination board. The City of Escalon reserves the right to reject any and all applications.

**ABOUT THE COMMUNITY** – Escalon is an attractive City of 7,065 persons in a productive agricultural area of San Joaquin County. The name “Escalon” means “Stepping Stone” in Spanish, and is thus the City’s motto, “Stepping Stone to the Central Valley.” The City’s logo is “Land of Peaches and Cream.” Stockton is 22 miles, Modesto 10 miles, Yosemite National Park a two hour drive, and San Francisco 90 minutes away. The University of the Pacific and San Joaquin Delta College are located in Stockton. Modesto Junior College is in Modesto, and California State University Stanislaus is located in nearby Turlock.

**AN EQUAL OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER**

Persons with disabilities who require special accommodations may contact 209/691-7419. Proof of authorization to work in the United States is required for all employees.

CITY OF ESCALON  
 HUMAN RESOURCES DEPARTMENT  
 2060 McHENRY AVENUE  
 ESCALON, CA 95320  
 (209) 691-7421



DEPARTMENT USE ONLY:


## CITY OF ESCALON EMPLOYMENT APPLICATION

*An Equal Opportunity Employer*

Applications must be typed or printed in ink. Complete all sections.

**Continuous Filing applications will only be kept on file for 6 months. After such time a new application will be required.**

1. Job Title: \_\_\_\_\_

2. Your Name: \_\_\_\_\_  
Last First Middle

3. Address: \_\_\_\_\_  
Number and Street Apt. # City State Zip

4. Telephone Number: Home (\_\_\_\_)\_\_\_\_-\_\_\_\_ Cell (\_\_\_\_)\_\_\_\_-\_\_\_\_ email: \_\_\_\_\_

5. Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(In accordance with the Federal Privacy Act of 1974, disclosure of your Social Security Number is voluntary. Your Social Security number will be used for identification purposes to ensure that proper records are maintained.)

6. Are you eligible to be lawfully employed in the United States?  Yes  No

7. Have you ever worked for the City of Escalon?  Yes  No  
 If yes, prior employment dates: \_\_\_\_\_

8. Do you have a valid California driver's license?  Yes  No  
 Class: \_\_\_\_\_ Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

9. Have you ever been convicted of a felony?  Yes  No  
 If yes, please give circumstances: \_\_\_\_\_

10. Professional license, certificate, credential, or other qualifying training: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

11. EDUCATION: Circle highest grade or year completed: 8 9 10 11 12 13 14 15 16 17 18 18+

Name/address of colleges, trade or technical school attended	Major	Semester Units Completed	Degree or Certificate

**PLEASE TURN PAGE OVER TO CONTINUE COMPLETING APPLICATION**

12. Please give us enough information to allow for review and evaluation of your work experience and abilities. List the positions you have held, starting with your most recent job. Include relevant volunteer experience. If you were employed under another name, provide the name by which you were known to your employer. If additional space is needed, attach additional pages (include your full name and position for which you are applying on each page). **This section must be fully completed. A resume must be attached, but will not be accepted in lieu of this section.**

From (mo/yr)	To (mo/yr)	Position Title:
Employer name/address:		Duties:
Supervisor:		Phone:
Reason for leaving:		Monthly salary: Start Final

From (mo/yr)	To (mo/yr)	Position Title:
Employer name/address:		Duties:
Supervisor:		Phone:
Reason for leaving:		Monthly salary: Start Final

From (mo/yr)	To (mo/yr)	Position Title:
Employer name/address:		Duties:
Supervisor:		Phone:
Reason for leaving:		Monthly salary: Start Final

From (mo/yr)	To (mo/yr)	Position Title:
Employer name/address:		Duties:
Supervisor:		Phone:
Reason for leaving:		Monthly salary: Start Final

13. May we contact all employers listed in Section 12?  Yes  No  
 If no, indicate exceptions: \_\_\_\_\_

14. *The information in this application is correct to the best of my knowledge. I understand and agree that any intentional misstatement or omission of material fact may be cause for disqualification or termination of employment. I understand that the City of Escalon will perform a background investigation based on the information given in my application, including but not limited to criminal and driving record searches, employment and education verification, and relevant citizenship or immigration status; and that such investigations may result in disqualification from employment with the City. Except as otherwise noted, previous employers are authorized to give any and all information concerning my previous employment. I understand that if offered a position with the City of Escalon I may be required to submit to medical and/or psychological examinations, and that any offer of employment is conditioned on the results of such examinations.*

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date