



ROSS VALLEY SANITARY DISTRICT

2960 Kerner Blvd

San Rafael, CA 94901

(415) 259-2949 ~ rvsd.org

JOB DESCRIPTION

TITLE	SALARY	DATE	REVISION
Maintenance Worker	Range 13-16: \$4,775-\$6,562 per month (FY11-12)	July 1, 2011	2a
NOTES	Existing position as of September 15, 2010		

INTRODUCTION

The Ross Valley Sanitary District is located in beautiful and culturally rich Marin County, halfway between San Francisco and California's famous wine country. Founded in 1899, RVSD is one of the oldest sanitary districts in Marin County. It provides wastewater collection for the 55,000 residents of the Ross Valley towns and communities of: Fairfax, San Anselmo, Ross, City of Larkspur (including Bon Air), and the unincorporated areas known as Sleepy Hollow, Kentfield, Kent Woodlands, Oak Manor, Greenbrae, Murray Park, San Quentin Village, and California State Prison at San Quentin.

This position requires a highly-motivated individual who will skillfully perform a variety of tasks related to the maintenance, cleaning and repair of the District's wastewater collection system, pump stations, and related appurtenances under the supervision of the Maintenance Crew Supervisor, with general supervision being provided by the Maintenance Superintendent. This is the journey-level position in the Maintenance class series. Qualified applicants in this position will work under less supervision than the Trainee and may perform a broader range of more technically complex tasks. The Maintenance Worker position is distinguished from the Crew Supervisor position in that the Maintenance Worker position will not be required to regularly lead a field crew. In this position the employee will have knowledge of the purpose and use of the heavy equipment, vehicles, power tools, and hand tools utilized in the maintenance and repair of the District's wastewater collection system, pumping stations, and related appurtenances. The candidate will have the knowledge to successfully perform a variety of tasks relating to the construction, repair, cleaning and inspection of the District's wastewater collection system, pump stations, and related appurtenances. The most desirable candidate will also have knowledge of safe working practices and procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under general supervision:

- Remove blockages and obstructions from sewers
- Lay and repair sewer pipe.
- Perform heavy manual labor.
- Enter confined space areas following strict safety precautions.
- Drive pickup trucks, dump trucks, hydroflushers, rodders, and other District vehicles.
- Set up and operation of District equipment, tools, and machines, both power and manual, utilized in the maintenance and repair of the District's wastewater collection system, pump stations, and related appurtenances.
- Perform routine grounds maintenance and building cleaning, including but not limited to cleaning and disinfecting houses flooded with sewage
- Cut and break concrete and asphalt surfaces using an air compressor and related tools, paving saws and cement saws.
- Use shoring equipment in accordance with all regulations.
- Set up barricades and warning signs for traffic control and safety.
- Utilize proper safety precautions and following District and other established procedures related to all work performed.
- Perform a variety of routine tasks required to maintain and repair pumping and lift stations and related appurtenances.
- Perform standby, emergency duty, on-call and overtime work which may include evenings, weekends, and holidays.
- May assist other agencies from time to time in removing blockages and obstructions from storm drains.
- Work in a changing and occasionally extreme field environment.

Abilities:

- Perform the heavy manual labor necessary to repair, clean, maintain and inspect the District's wastewater collection system, pump stations, and related appurtenances.
- Communicate effectively and clearly with those contacted in the course of work.
- Understand and accurately carry out written and oral directions.
- Take coaching, instruction and feedback with a cooperative and positive attitude.
- Maintain accurate and neat work records, and prepare clear and concise reports.
- Establish and maintain cooperative working relationships using tact and diplomacy.
- Knowledge of District streets, the locations and characteristics of the pumping and lift stations, and the wastewater collection systems.

- Properly operate and maintain all tools and equipment related to the operation and maintenance of the District's wastewater collection system, pumping stations, and related appurtenances.
- Recognize and deal with the hazards encountered in the course of work.
- Knowledge of safety equipment and the use of same, and safe working practices and procedures.
- Trouble-shoot equipment and facility malfunctions and problems.
- May occasionally exercise technical supervision over the Maintenance Trainee position.
- Performs standby, emergency duty, on-call, and overtime work which may include evenings, weekends, and holidays.

EDUCATION/EXPERIENCE REQUIREMENTS

At least one year of experience as a Maintenance Trainee at Ross Valley Sanitary District or one year of experience in wastewater collection system maintenance.

Equivalent to the completion of twelfth grade.

CERTIFICATES, LICENSES, REGISTRATIONS

Must possess a valid Class "A" California Motor Vehicle Operator's license at the time of application and maintain a valid license throughout employment.

Must maintain insurability under the District's vehicle liability insurance coverage.

Must possess a valid Collection System Maintenance Certificate of at least Grade 1 issued by the California Water Pollution Control Association at the time of application.

PHYSICAL REQUIREMENTS

- Sitting, Standing, Walking
- Kneel, Crouch, Squat, Stoop, Reach, Crawl, Twist, Climb
- Lifting up to 50 pounds
- Be able to distinguish color
- Be exposed to cold, heat, extreme noise, outdoors, confining work space, electrical hazards, vibration, chemicals, dust, sewage, mechanical hazards, pollens and explosive materials
- Other requirements as necessary or directed