



# Madera Irrigation District

## Job Description

**JOB TITLE:** MAINTENANCE WORKER I, II, III

**DEPARTMENT:** MAINTENANCE & OPERATIONS

**SUPERVISOR:** MAINTENANCE SUPERVISOR

**FLSA STATUS:** [ ] Exempt [X] Non-Exempt [X] At-Will

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### PURPOSE

Under supervision, performs a wide variety of highly skilled, semi-skilled, and unskilled work connected with the field construction and maintenance activities of an irrigation delivery system.

### CLASS CHARACTERISTICS:

#### MAINTENANCE WORKER I

This is the entry associate level of craft apprenticeship. Incumbents may perform beginning level work under close or direct supervision, maintaining to work in a learning capacity, within narrowly established guidelines and parameters. Duties are often unskilled, repetitive and routine and decision-making is limited. Clear work directions and parameters are provided and outcomes are reviewed by higher levels.

#### MAINTENANCE WORKER II

This is the journey level of craft apprenticeship. Incumbents perform both skilled and semi-skilled duties, but remain in a learning status under moderate supervision for the higher level duties. Fully competent and qualified in all aspects of a body of work and given broad/general guidance. Incumbents can complete work assignments to standard, and more often need to make general decisions.

#### MAINTENANCE WORKER III

This is a more senior journey level of craft apprenticeship. At this level incumbents are expected to proficiently perform the full scope of skilled work which requires the consistent application of advanced knowledge and requires a skilled and experienced practitioner to function independently. Senior-level work includes devising methods and processes to resolve complex or difficult issues that have broad potential impact. May also coordinate the work of one or two subordinates.

**ESSENTIAL FUNCTIONS** (Duties may include, but are not limited to, the following):

- Performs skilled, semi-skilled, and unskilled tasks in the construction, repair and maintenance of irrigation facilities;
- Sprays and burns ditches and canals;
- Operates equipment such as mowers, light trucks, tractors, sprayers, pickups, and similar light automotive equipment;
- Continuance building of heavy equipment skills on the backhoe, loader, grader, and dozer;
- Mows ditches in clearing grass and weeds to insure proper water flow;
- Cleans pipelines and canals of debris;
- Performs repairs of fences, right-of-ways and pipes; and
- May be assigned on a temporary or seasonal basis to work as a Canal Operator.
- Performs skilled tasks in a training situation;

**Other Duties:** May assist with other departmental staff as requested; and performs related duties as required.

**ESSENTIAL RESPONSIBILITIES**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. **General Knowledge** – Arithmetic; English grammar
2. **Specialized Knowledge** –

**(Maintenance Worker I, II, & III)** Techniques employed in construction, maintenance and repair of irrigation systems and appurtenances; District policies and operating procedures; construction of hydraulic structures, including carpentry, utilization of steel re-bar and laying and finishing concrete and plastic pipe; construction blueprints; constructions tools, equipment and materials; motor vehicles laws and operation of light to heavy vehicles used in irrigation system construction repair and maintenance; safe working practices utilized in construction and maintenance; operation of light to moderately heavy construction and maintenance equipment.

**(Maintenance Worker III)** Basic civil engineering, including hydraulics, surveying, drafting, blueprints, and profiles;

3. **Resources** – Trucks and equipment used in construction and maintenance; materials, parts and supplies; records and maps used in location of buried structures; MID vehicle; cell phone; keys; and gas card.
4. **Communication** – Ability to communicate clearly with all District personnel, customers, general public, clients, and stakeholders of the District. Channels of communication may include: mobile radio, phone, literary instructions, computer, and may also include the use of oral, written, auditory, and visual senses. Employee will display the ability to communicate with respect even in times of difficult matters
5. **Safety** – Ability to work safely, following all District safety procedures and rules. Identify

potential hazards and communicate them to authorized District safety representative. Pay close attention to working conditions and make every attempt to mitigate risk. Maintain to wear personal protective equipment at all times including safety shoes.

## **WORKING CONDITIONS**

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. This position requires the employee to work in sometimes hazardous conditions; some of which include:

- working solitary shifts, irregular/extended hours,
- evening and weekend work,
- outdoors, sun exposure 50%-100% of the time,
- near swift flowing water and slippery surfaces,
- near road traffic,
- extreme temperatures, heat, cold, damp, rain, dust, fog,
- Confined space - cramped, awkward, and in uncomfortable positions,

## **PHYSICAL REQUIREMENTS**

To perform this job effectively, there are physical demands that are required of the employee. The following items are examples of physical abilities that will be necessary to perform the essential functions of this position:

- Sufficient finger/eye coordination and dexterity to operate equipment and machinery.
- Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 75 pounds.
- Some work above floor level on ladders or other surfaces 4-12 feet above the ground.
- Operates District vehicles in monitoring and functioning irrigation water delivery systems.
- Stoops, kneels, crouches, crawls, and climbs during field water delivery work.
- Stands and walks for extended time periods
- Hearing and vision within normal ranges with or without correction.

Individuals who do not meet these physical requirements due to a physical disability will be considered for accommodation on a case-by-case basis in accordance with District Policy 219 (Reasonable Accommodation.)

## **QUALIFICATIONS**

### **MAINTENANCE WORKER I**

Any combination of education and experience which would likely provide the necessary knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Education – High School Graduate/Diploma

Experience – One year of successful experience at a general construction related job and demonstration of aptitudes which would indicate a reasonable expectancy of future successful performance at the journeyman level. Knowledge of crops and irrigation practices is desired.

**MAINTENANCE WORKER II**

Any combination of education and experience which would likely provide the necessary knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Education: Graduation from high school.

Experience: Two years of successful performance at the lower apprentice level one OR Two years of successful experience at a general construction related job and demonstration of aptitudes which would indicate a reasonable expectancy of future successful performance at the senior journey level. Agricultural experience were knowledge of crops and irrigation practices is required.

**MAINTENANCE WORKER III**

Any combination of education and experience which would likely provide the necessary knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Educations: Graduation from high school

Experience: Four years of successful performance at the lower apprentice levels or equivalency of experience in general construction related work. Agricultural knowledge of crops and irrigation practices is required.

**LICENSES (MAINTENANCE WORKER I/II)**

Possession of a valid Class C California Motor Vehicle Operators License shall be required upon appointment to this position, and before operating any District vehicle. Maintain proof of clean driving record and remain in compliance with District Policy Section 212 Use of District vehicle. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Obtaining a Class A License is desirable. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis according to District Policy 219 (Reasonable Accommodation.)

**LICENSES (MAINTENANCE WORKER III)**

Possession of a valid Class A California Motor Vehicle Operators License with Hazard Material Endorsement shall be required upon appointment to this position, and before operating any District vehicle. Maintain proof of clean driving record and remain in compliance with District Policy Section 212 Use of District vehicle. 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 according to District Policy 219 (Reasonable Accommodation.)

**I have reviewed this Job Description and agree with its contents.**

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Employee Signature

Date

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Supervisor Signature

Date

This job description may be changed to include new responsibilities and tasks or change existing ones as management deems necessary and will be reviewed/updated on an annual basis or as necessary to comply with current state legislation.