



Monterey Regional Waste Management District

Job Description

Position:	Sr. Maintenance Worker	Pay Range:	\$22.52 - \$28.74
Exempt Status:	Non-Exempt		
Position Status	Full-Time	Reports to:	Maintenance Supervisor and/or Equipment Maintenance Manager
Reviewed:	September, 2014	Application Deadline:	N/A

CLASSIFICATIONS DIRECTLY SUPERVISED

Provides lead direction and work coordination for Maintenance Workers and Laborers.

DEFINITION

Under general supervision, incumbents in this position perform a variety of skilled and semi-skilled assignments in the daily operations of the MRF including performing maintenance, repair and fabrication work related to MRF stationary equipment, facilities, and grounds; may be assigned to lead a small crew or perform the more technical MRF tasks; operates MRF equipment; assists and directs the public; and performs other job related duties as required.

ESSENTIAL FUNCTIONS

- Ensure safe working environment
- Provide lead direction and work coordination of maintenance workers and laborers
- Maintain and repair all equipment and facilities related to the MRF operation
- Operate power equipment
- Drive District vehicles including heavy equipment

DISTINGUISHING CHARACTERISTICS

This class is the advanced working and lead worker level in the Maintenance Worker series and is distinguished from Maintenance Worker II by the fact that incumbents are expected to perform the full range of MRF maintenance assignments, including the most skilled/specialized assignments, and provide lead direction and work coordination for other maintenance staff.

EXAMPLE OF DUTIES

Incumbents are assigned tasks which require more advanced skills and/or specialized knowledge of the techniques, equipment and tools used in resource recovery functions and are expected to assist the Maintenance Supervisor to ensure on-going, safe operations and maintain efficient workflow. In a lead capacity, incumbent provides work direction, planning and coordination for other maintenance staff; performs all levels of MRF maintenance; maintains and repairs all equipment and facilities related to MRF operation; performs preventive maintenance repair/inspection on equipment used in the MRF such as: conveyors belts, bearings, gearboxes and shaker screens etc.; responds to emergency repair calls; may perform basic electrical repair work; performs plumbing maintenance duties; uses a variety of hand tools and equipment; operates power equipment such as a vacuum pump, steam cleaners etc.; operates a variety of basic motorized equipment including trucks, loaders, water trucks, tractors, forklifts etc.; Enforces safety policies/procedures that apply to the work supervised; may provide basic job training and safety instruction to employees under their direction. Incumbents may be required operate a variety of equipment utilized in the operation and maintenance of a waste management site such as forklifts, aerial lifts, roll-off trucks, loaders, sweepers, excavators, and water tank trucks, etc., and assignments may include heavy physical labor, welding, and fabrication.

QUALIFICATIONS

Knowledge of:

- Work safety methods and programs.
- Methods, tools, equipment, and materials used in maintenance, repair and fabrication work at a solid waste management facility.
- Repairs and maintenance related to conveyors, walking floor systems, hydraulic systems, pneumatic systems, electrical circuits, shaker screens, disc screens, trommel screens, wood grinders, misting systems, air filtration systems.
- Principles of planning and scheduling, work coordination and assignment.
- Welding, and fabrication, wear prevention, metal types, tools and equipment.
- Provisions of the California Vehicle Code relating to the operation of commercial vehicles.

Ability to:

- Work safely without incidents, accidents, or injuries.
- Identify unsafe practices, situations and behavior.
- Read, write and speak in English at the level required for successful job performance.
- Effectively communicate in Spanish.
- Understand and carry out oral and written directions.
- Read and understand diagrams, schematics, repair and parts manuals.
- Repair and maintain conveyors, walking floor systems, hydraulic and pneumatic systems, electrical circuits, shaker screens, disc screens, trommel screens, wood grinders, misting systems, air filtration systems.
- Weld, fabricate and apply wear prevention materials.
- Skillfully use hand and power tools.
- Perform heavy physical labor requiring strength, dexterity, and agility.
- Operate commercial and industrial machines/vehicles such as fork lift, aerial lift, scissor lift, vacuum pump, crane, wheel loader, roll-off and water tank trucks etc.
- Effectively direct and coordinate the work of other employees.
- Be respectful and maintain cooperative working relationships.
- Apply sound judgment in a variety of circumstances with or without specific instructions.
- Effectively and accurately evaluate, prioritize, schedule and make decisions about repair needs.
- Insure periodic preventive maintenance intervals and scheduled tasks are followed.
- Organize repair projects start to finish.
- Perform the duties of supervisor when supervisor is absent.
- Provide instruction and guidance to other employees.
- Support the goals and objectives of the District.
- Maintain good public relations with those contacted during work assignments.
- Adhere to an assigned work schedule and meet District attendance standards.

EDUCATION/TRAINING/EXPERIENCE

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Four (4) years of varied and responsible skilled work experience involving the maintenance and repair in an industrial setting of buildings, grounds, equipment, and facilities comparable to that of the Materials Recovery Facility here at the Monterey Regional Waste Management District. Two (2) years of work experience providing supervision to industrial maintenance personnel.

REQUIRED CONDITIONS OF EMPLOYMENT

- Pass a pre-employment physical examination including drug testing and pre-employment assessment of safe work capacity in relation to the essential job functions of the position including the requirements to wear respiratory protection and other safety equipment when necessary.
- Possess a California "Class B" driver's license with appropriate endorsements such as required by the District.
- Continued possession of a valid California "Class B" driver's license and compliance with established District vehicle operation standards, maintaining a safe driving record and driving habits for ongoing insurability to drive District vehicles.
- Possess selection of hand tools compatible with job requirements.
- Ability to work unusual shifts, weekends, evenings, holidays, and standby status when required.

PHYSICAL AND SENSORY REQUIREMENTS - The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands - Frequently stand, walk and climb; sit for extended periods; ability to stoop, kneel or crouch to pick up or move objects; ability to perform heavy physical labor; walk on sloped ground and uneven surfaces; lift and carry tools, equipment, and supplies weighing 50 pounds; push and pull items weighing up to 75 pounds; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; operate equipment and vehicles.

Mental Demands - While performing the duties of this class, employees are regularly required to: work well under pressure; communicate effectively in both written and verbal form; capable of establishing priorities among the essential functions of the job and coordinating these priorities with others; interact with all levels of District management and personnel, and the public.

Work Environment - Work is performed both indoors and outdoors in varying temperature, weather, humidity and dusty/dirty conditions; work is performed in an environment with constant noise; exposure to grease and oils; exposure to moving equipment; exposure to electrical current; constant contact with staff and the public.

ACKNOWLEDGEMENT

I verify that I have received a copy of the job description and I understand the requirements of this position.

Employee Signature

Date

Employee Name – Please Print