Job Description

<table>
<thead>
<tr>
<th>Position:</th>
<th>Senior Maintenance Worker – MRF</th>
<th>Department:</th>
<th>MRF</th>
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<td>Position Status:</td>
<td>Full Time/Non-exempt</td>
<td>Bargaining Unit:</td>
<td>Operations Unit</td>
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<td>Reports to:</td>
<td>MRF Maintenance Supervisor</td>
<td>Revised:</td>
<td>November 2017</td>
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**DEFINITION**
Under minimal supervision, to provide lead direction, supervision and coordination for other maintenance staff; to perform maintenance, repair and fabrication work related to MRF stationary equipment, facilities and grounds; to perform the more difficult and specialized maintenance and fabrication assignments; to safely and skillfully operate hand tools, power tools, industrial equipment, heavy equipment, trucks, motorized equipment and to perform other job-related duties as needed.

**DISTINGUISHING CHARACTERISTICS:**
This series specification includes three levels of Maintenance Worker classification responsible for performing the full range of MRF maintenance assignments, including the most skilled/specialized assignments and provide lead direction and work coordination for other maintenance staff. The Sr. Maintenance Worker is the highest level in the three-series and is responsible for all job functions of a Maintenance Worker I/II and the more complex tasks requiring advanced skills in maintenance and repair.

**ESSENTIAL FUNCTIONS**
- Perform heavy physical labor when needed.
- Perform the more difficult maintenance, repair, welding, and fabrication assignments of a MRF environment.
- Ability to work unusual shifts, weekends, evenings, holidays, and on standby status when required.
- Safely and skillfully operate hand tools, power tools, industrial equipment, heavy equipment, trucks, and motorized equipment.
- 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.
- Provide lead direction and work coordination for other maintenance staff.
- Performs other job-related duties as needed.
- Adhere to an assigned work schedule and meet District attendance standards.
- All District positions require the employee to provide good customer service to both internal and external customers, maintain positive and effective working relationships with other District employees. Must show cooperation and respect to fellow employees and supervisors at all times.

**SUPERVISORY RESPONSIBILITIES**
Provides lead direction for MRF Maintenance Workers, Resource Assistants and Resource Associates.

**DUTIES AND RESPONSIBILITIES**
The following duties are typical of this classification and are intended only to describe the various types of work that may be performed, the level of technical complexity of the assignment(s), and are not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification, or is similar or closely related to another duty statement to address business needs and changing business practices.

- In a lead capacity, provides work direction, planning and coordination for other maintenance staff.
- Performs all levels of maintenance; maintains and repairs all equipment and facilities related to a MRF operation.
- Performs preventive maintenance repair and inspection on equipment used in the MRF such as conveyors belts, balers, electro-magnetic belts, bearings, gearboxes, disc screens and shaker screens etc.
• Responds to emergency repair calls.
• Performs plumbing maintenance duties.
• Uses a variety of hand tools, 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.
• Read and understand diagrams, schematics, and repair parts manuals.
• Utilizes fleet maintenance software to log equipment repair times and related comments including parts usage.
• Enforces safety policies/procedures that apply to the work they supervise.
• May provide basic job training and safety instruction to employees under their direction.

QUALIFICATIONS

Knowledge of:
• Work safety methods and programs in accordance with District safety policies and OSHA requirements.
• Methods, tools, equipment, and materials used in maintenance, repair and fabrication work at a solid waste management facility.
• Repairs and maintenance related to conveyors, balers, electro-magnetic belts, walking floor systems, hydraulic systems, pneumatic systems, single and three phase electrical circuits, shaker screens, disc screens, trommel screens, wood grinders, misting systems, and 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:
• Identify unsafe practices, situations and behavior.
• Effectively direct and coordinate the work of other employees. (in English & Spanish preferred)
• Repair and maintain conveyors, balers, electro-magnetic belts, walking floors, hydraulic and pneumatic systems, shaker screens, disc screens, trommel screens, wood grinders, misting systems and 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.
• Be respectful and maintain cooperative working relationships.
• 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, maintain a clean safe work area in compliance with District/OSHA standards.
• Perform the duties of supervisor when supervisor is absent.
• Provide instruction and guidance to other employees.
• Understand and carry out oral and written directions.
• Read and write at the level required for successful job performance.
• Maintain good public relations with those contacted during work assignments.
• Establish and maintain cooperative working relationship.
• Support the goals and objectives of the Landfill and the District.
• Apply sound judgment in a variety of circumstances with or without specific instructions.
• Ability to work safely without presenting a threat to self or others.
• Adhere to an assigned work schedule and meet District attendance standards.
**Training, Education and 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 comparable to that of the Materials Recovery Facility here at the District.
- Two (2) years of work experience providing supervision to industrial maintenance personnel.
- Possession of High School diploma is required.

**Special Requirements:**

- Possession of a California Class B Driver's License may be required.
- Continued possession of a valid California Class B Driver's License with appropriate endorsements may be required by the District.
- Compliance with established District vehicle operation standards, including on-going insurability to drive District vehicles, are conditions of employment.
- Possess selection of hand tools compatible with job requirements.

**TYPICAL WORKING CONDITIONS**

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 move objects weighing up to 50 pounds without assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; ability to safely 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**

Normally work is performed in both indoor and outdoor environments; occasionally will be exposed to varying temperatures; regular exposure to exposure to dirt, dust, fumes, noise, garbage, foul odors; moderate exposure often works around moving vehicles and equipment; 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