EMPLOYMENT OPPORTUNITY

MAINTENANCE TRAINEE

(Public Works Department)
Seasonal

- $8.578/hr start up to $10.427/hr
- 40 hours per week - Seasonal
- Immediate opening
- File deadline—Open until filled

JOB DESCRIPTION: GENERAL CHARACTERISTICS: Under close supervision and pursuant to specific training and directions, performs varied manual and semi-skilled tasks in the maintenance and repair of City streets, storm drains, utilities facilities, parks and public buildings, often requiring considerable physical strength; performs related work as required and learns good work habits to enhance future employability.

TYPICAL TASKS & DUTIES: As a member of a crew, assists in constructing, maintaining, repairing, and cleaning City streets, parks, utilities and storm drain systems, and Corporation Yard buildings. Assists in patching and resurfacing streets using asphalt, concrete and other paving materials. Assists in placing forms, mixing and pouring concrete, and finishing concrete sidewalks, curbs, and gutters. Uses tools such as shovels, rakes, and jack hammers and does the more routine manual work involved in excavating and backfilling trenches and ditches. Assists in constructing, maintaining, and repairing utility lines and appurtenances, and storm drains. Assists in making water service connections, installing meters and meter boxes. Mows weeds with power mowers, sweeps rubbish, rakes and weeds road sides and trims trees using hand and power saws. Assists in routine street and traffic control painting and building maintenance work. Performs janitorial work in Corporation Yard buildings.

MINIMUM EMPLOYMENT STANDARDS:

Knowledge - Aptitude to learn the uses and maintenance of hand and power tools used in public works construction and maintenance activities, and to learn good work habits such as regular attendance, punctuality, reliability, etc.
Abilities - Aptitude to learn to use hand and power tools and operate mechanical equipment, follow instructions, and learn to perform semi-skilled tasks.
Education and Experience - This is an entry-level position with no minimum education or experience qualifications.
Licenses or Other Qualifications - Possession of a valid Class III California Driver's License in good standing.
Age Requirement – Minimum 18 years of age at beginning of employment
Physical Examination – Must receive clearance

Applications are available at the front counter of the Public Works Department located at:

736 F Street
Arcata, Ca 95521

Any questions can be directed to:

Cliff Poulton, Public Works Superintendent
(707) 825-2180