

CITY OF LOMPOC

CITY OF LOMPOC

LEAD SIGN AND PAINT WORKER

DEFINITION:

Under general supervision, to schedule, lead and participate in the painting of street pavement traffic striping and markings lanes and turn bay signs, curb zones, parking stalls, and related items street lines; to fabricate paint, install and maintain street signs; to assist with other Street Maintenance Division work; and to perform other specifically related work as required.

CLASS CHARACTERISTICS:

Positions in the class of Lead Sign and Paint Worker direct, inspect, check and review the work of a crew involved in the painting of traffic striping signs and pavement markings; and the fabrication, installation, and maintenance of traffic signs. Incumbents participate fully in the work of the assigned crew. A Lead Sign and Paint Worker is responsible for the productivity of the crew in completing a predetermined schedule of work. Positions in the class of Lead Sign and Paint Worker are generally filled by advancement from the Senior Maintenance Worker class as vacancies occur.

LICENSE REQUIRED:

Possession of a valid and appropriate California Driver's License, which shall at a minimum be Commercial Class B with "N" tank endorsement.

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification. Incumbents may not perform all of the duties and/or may be required to perform specific additional or different duties from those set forth below to address business needs and changing business practices.

1. Positively and helpfully interact with co-workers, supervisors, and everyone encountered.
2. Provide good customer service to all individuals contacted in the course of work in a courteous and respectful manner.
3. Paints either with a machine, or by brush, or other tools or equipment: pedestrian crosswalks, safety loading zones, bus stops, parking, ~~and~~ center lines, lane lines, and other pavement traffic control striping and markings signs.
4. Stencils letters on curb or street pavement.
5. Leads in measuring and laying out of traffic or pedestrian control lines and zones.

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6. ;-pPrepares surfaces for painting.;
 7. -mMixes paint to proper consistency.;
 8. fFabricate, print/plot, laminate, paints, stencils and installs street signs.
 9. ;-eCleans and maintains paint spray equipment and brushes, and cleans paint truck.
 10. ;-iInstalls traffic control signs; leads and directs a small crew engaged in painting and sign work using approaches and methods that best serve the City.
- Train personnel in the performance of skilled, semi-skilled and unskilled construction, maintenance and repair work of traffic control devices such as traffic striping, markings, and signs.
11. ;-mMaintains records of all street names, types and locations of all signs and devices, types and locations of all striping and markings, and traffic, street and other sign and marking locations and maintenance of those items.
 12. ;-eOperates City vehicles.;
 13. eOperates computer sign-making system with cutter and plotter.;
 14. Comprehend, retain, and execute precise job instructions.
 15. Adhere to the guidance of supervisors and other authorized personnel overseeing tasks; evaluate differing conditions and changed circumstances, coordinate with supervisors, and recommend solutions which are best for the City. and follow direction of
 16. Demonstrate sound judgment to ensure safety, continuously remain productive in completing assigned tasks to best benefit the City, and adeptly manage any arising issues.
 17. Deescalate heated interactions and guide to resolutions.
 18. Model and promote a positive working environment in the accomplishment of work that is most beneficial to the City.
 19. Promptly adapt to shifting priorities.
 20. Communicate proficiently verbally.
 21. Employ complex reading, and basic writing and mathematical skills as necessary.
 22. -rRequisitions materials, equipment and supplies; keep labor, material, and equipment records of work.
 23. ;-kKeep material inventory records.
 24. ;-Assist other street maintenance crews when necessary.
 25. Perform work well under pressure and meet designated deadlines.
 26. Perform other related work as required.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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Mental/Psychological:

Proactively keep busy performing assigned work as ~~sperforms related work as~~ required.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical:

Strength ~~category~~Category: Heavy-exert force of 50-100 pounds occasionally, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push, pull or move objects. Occasional standing, walking, sitting, bending, stooping, crouching, kneeling, pushing,

pulling, twisting at the waist, handling, gripping, grasping, fingering, typing, climbing stairs, ladders, reaching at, above and below shoulder level, extending neck upward, downward, and side to side. On rare occasion crawls, climbs scaffolding. **Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** Effectively hear/comprehend oral instructions and communication, and equipment and traffic noise.

Mental/Psychological: Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize good judgment to ensure safety, proactively keep busy performing assigned work as best serves the City, and appropriately handle issues; diffuse tense situations; demonstrate and encourage leadership and responsibility among the crew; utilize complex reading skills; utilize simple math and writing skills; understand, remember and carry out detailed job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines; direct other workers; train other workers; perform related work as required.

Mental/Psychological:

~~Work cooperatively and interact appropriately with those contacted in the course of work, including the general public. Utilize complex reading skills; utilize simple math and writing skills; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines; direct other workers; train other workers.~~

ENVIRONMENTAL CONDITIONS:

Incumbents work under adverse conditions, such as outside in any weather, around

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rodents, insects, foul smells, dirt, dust, broken glass, fires, and other hazards.

Frequently works outdoors; occasionally works indoors. Frequently drives motorized equipment/vehicles. Occasionally to frequently works around machinery; is exposed to dust, fumes, smoke, gases, odors, chemicals; excessive noises, slippery or uneven surfaces; uses a computer; exposed to hazardous traffic conditions. Occasionally exposed to electrical energy, solvents, grease, or oil. Works both alone and with others. On rare occasions works at unprotected heights; is exposed to extreme temperatures, radiation, and flames, electrical energy, solvents, grease, oil, slippery or uneven walking surfaces; ~~exposed to hazardous traffic conditions.~~

SPECIAL REQUIREMENTS:

~~Employees in this classification may be required to utilize respirators in the course of their job duties or under an emergency circumstance, and thus must be in compliance with General Industry Safety Order 5144. Employees shall not wear beards, mustaches, sideburns, facial hair, or other conditions in such a manner that may prevent or interfere with establishing and maintaining a proper seal of the respirator facemask. This requirement is implemented in order to ensure the safety and health of the employee.~~

MINIMUM QUALIFICATIONS:

Knowledge of:

- Record keeping;
- Proper methods, materials, tools, and equipment used in traffic striping and markings street and; street sign fabrication, installation, and maintenance; and typical street maintenance work
- Mechanical operation of gasoline, diesel, hybrid, and electric-powered equipment painting and installation;
- Auxiliary mechanical equipment carried on power-driven equipment
- Safe driving practices and state and local laws pertaining to the operation of motorized equipment on streets, roads, and highways
- Basic math
- General principles of directing and training other workers;
- Appropriate safety precautions and procedures.

Ability to:

- Effectively Lead and train personnel, and demonstrate and encourage leadership and responsibility among the crew;
- Skillfully paint by ~~both~~ brush, ~~and~~ spray machine, and other necessary methods;

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- Mix paints to proper consistency;
- Work carefully and efficiently under hazardous traffic conditions;
- Effectively Plan and lay-out the work of crew;
- Perform street and traffic sign silk screening
- Skillfully and safely operate medium and light powered equipment as required for assigned work
- Diagnose needed mechanical repairs on equipment used for traffic striping or sign work
- Make field emergency repairs and minor adjustments to the equipment used for traffic striping or sign work;
- Read and write at the level required for successful job performance;
- Read and interpret simple construction plans and specifications
- Evaluate, coordinate with supervisor, and use appropriate approaches and methods to perform the work as best serves the City
- Utilize good judgment to ensure safety, best serve the City and appropriately handle issues
- Diffuse tense situations
- Maintain records;
- Operate a vehicle observing legal and defensive driving practices;
- Safely provide direct vehicle traffic control
- Understand and carry out oral and written instructions;
- Follow the direction of supervisors and others overseeing the work
- Proactively keep busy with the assigned work as best serves the City
- Establish and maintain effective relationships with those contacted in the course of work-

EDUCATION AND EXPERIENCE:

Any combination of training, education, and experience which demonstrates an ability to perform the duties of the position. The typical qualifying entrance background is two years of skilled experience in painting and one year in the installation of traffic regulatory, warning, and guide signs. Additionally, work performance demonstrating consistent achievement of the minimum qualifications.

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LEAD STREET MAINTENANCE WORKER

DEFINITION:

Under general supervision, to lead and participate in the work of individuals and equipment in the street construction, repair, and maintenance and improvements of streets, alleys, drainage facilities, and other public works assets; and to perform other specifically related work as required.

CLASS CHARACTERISTICS:

Positions in the class of Lead Street Maintenance Worker direct, inspect, check and review the work of street construction and maintenance crews. The Lead Maintenance Worker is responsible for the productivity of the crew in completing a predetermined schedule of work.

LICENSE REQUIRED:

Possession of a valid and appropriate California Driver's License, which shall at a minimum be Commercial Class A with "N" tank endorsement.

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification. Incumbents may not perform all of the duties and/or may be required to perform specific additional or different duties from those set forth below to address business needs and changing business practices.

1. Positively and helpfully interact with co-workers, supervisors, and everyone encountered.
2. Provide good customer service to all individuals contacted in the course of work in a courteous and respectful manner.
3. Leads a crew, direct the workers, and performs skilled work in the maintenance and/or construction of streets, alleys, and other public works projects, and in the construction, maintenance, and repair of sidewalks, curbs, gutters, and culverts and drainage facilities using approaches and methods that best serve the City.;
4. Operates, services and makes minor adjustments to heavy-heavy-duty, medium, and light power-driven equipment.
5. Operates various attachments to equipment; may operate trucks and other light equipment; performs the more complex work in building forms, mixing, pouring and finishing concrete; supervises setting of traffic control devices.
6. Oversees field maintenance of tools and equipment.
7. Diagnoses the need for major mechanical adjustments and repair on equipment.;
8. Trains personnel in the performance of skilled, semi-skilled and unskilled public works construction, maintenance and repair work; maintain traffic markings and signs.
9. May inspect public rights-of-way.;
10. Comprehend, retain, and execute precise job instructions.
11. Adhere to the guidance of supervisors and other authorized personnel overseeing

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- tasks; evaluate differing conditions and changed circumstances, coordinate with supervisors, and recommend solutions which are best for the City.
12. Demonstrate sound judgment to ensure safety, continuously remain productive in completing assigned tasks to best benefit the City, and adeptly manage any arising issues and follow direction of.
 13. Deescalate heated interactions and guide to resolutions.
 14. Model and promote a positive working environment in the accomplishment of work that is most beneficial to the City.
 15. Promptly adapt to shifting priorities.
 16. Communicate proficiently verbally.
 17. Employ complex reading, and basic writing and mathematical skills as necessary.
 18. Requisition supplies and parts; keep labor, and material, and equipment records.
 19. Operates City vehicles;
 20. Perform work well under pressure and meet designated deadlines.
 21. Perform other related work as required.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mental/Psychological:

~~W proactively keep busy performing assigned work ass performs related work as required.~~

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

~~*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*~~

Physical:

Strength categoryCategory: Heavy-exert force of 50-100 pounds occasionally, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push, pull or move objects. Frequent standing, walking. Occasional sitting, bending, stooping, crouching, kneeling,

climbing stairs and ladders, reaching at, above and below shoulder level, extending neck upward, downward and side to side, pushing, pulling, handling, gripping, grasping. On rare occasions, crawling, fingering, typing, climbing scaffolding. **Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** Effectively hear/comprehend oral instructions and communication and equipment noise.

Mental/Psychological: Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize good judgment to ensure safety, proactively keep busy performing assigned work as best serves the City,

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and appropriately handle issues; diffuse tense situations; demonstrate and encourage leadership and responsibility among the crew; utilize complex reading skills; utilize simple math and writing skills; understand, remember and carry out detailed job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines; direct other workers; train other workers; perform related work as required.

Mental/Psychological:

~~Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize complex reading skills; utilize simple math and writing skills; understand, remember and carry out detailed job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines; direct other workers; train other workers.~~

ENVIRONMENTAL CONDITIONS:

Incumbents work under adverse conditions, such as outside in any weather, around rodents, insects, foul smells, dirt, dust, broken glass, fires, and other hazards.

Constantly works outdoors, ~~occasionally-rarely~~ works indoors. Constantly works with others, occasionally work alone, occasionally to frequently use a computer. Frequent driving motorized equipment/vehicles, working around machinery, exposure to dust, fumes, smoke, gases, odors, excessive noises, slippery or uneven ~~walking~~ surfaces, public vehicle traffic. Occasional exposure to chemicals, electrical energy, solvents, grease, or oil. Rarely work at unprotected heights. On rare occasion is exposed to extreme temperatures, ~~chemicals,~~ radiation, electrical energy, and flames/~~smoke,~~ ~~uses a computer, works alone.~~

MINIMUM QUALIFICATIONS:

Knowledge of:

- ~~Methods, materials, tools, and equipment used in~~ street and public works construction,
- maintenance, and repair;
- Mechanical operation of gasoline, ~~and~~ diesel, hybrid, and electric-powered equipment;
- Auxiliary mechanical equipment carried on power-driven equipment;
- Safe driving practices and state and local laws pertaining to the operation of motorized equipment on streets, roads, and highways;

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- Basic math;
- Simple record keeping;
- General principles of directing and training employees;
- Appropriate safety precautions and procedures.

Ability to:

- Effectively lead and train personnel, and demonstrate and encourage leadership and responsibility among the crew;
- Skillfully and safely operate ~~heavy-heavy-duty, medium, and light powered~~type equipment and other public works
 - construction equipment;
 - Diagnose needed mechanical repairs;
 - Make field emergency repairs and minor adjustments to the equipment;
 - Perform skilled public works repair, construction, and maintenance work;
 - Read, write and perform mathematical calculations at the level required for successful job performance;
- Read and interpret simple construction plans and specifications
- Evaluate, coordinate with supervisor, and use appropriate approaches and methods to perform the work as best serves the City
- Utilize good judgment to ensure safety, best serve the City and appropriately handle issues
- Diffuse tense situations
- Maintain simple records;
- Operate a vehicle observing legal and defensive driving practices;
- Safely dirprovide ect vehicle-traffic control.
- Understand and carry out oral and written instructions;
- Follow the direction of supervisors and others overseeing the work
- Proactively keep busy with the assigned work as best serves the City
- Establish and maintain an effective relationship with those contacted in the course —of work.

EDUCATION AND EXPERIENCE:

Any combination of training, education, and experience which demonstrates an ability to perform the duties of the position. The typical qualifying entrance background is at least three years of skilled experience in public works construction and maintenance work, including the operation and servicing of power-driven equipment. Additionally, work performance demonstrating consistent achievement of the minimum qualifications.

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MAINTENANCE WORKER

Series Specification

DEFINITION

This series specification describes two levels of a class which, under supervision, perform a variety of duties in the construction, repair, and maintenance of public works projects; and perform other specifically related work as required.

CLASS TITLES

Maintenance Worker
Senior Maintenance Worker

CLASS CHARACTERISTICS

Positions in this series are assigned to a specialized area of public works maintenance.

Maintenance Worker - Incumbents perform semi-skilled and unskilled work and may, under close supervision, perform skilled work in the general work of the area assigned.

Senior Maintenance Worker - Incumbents perform semi-skilled and skilled work in a specialized trade area, such as water utilities or public works streets, and may direct the work of others.

LICENSE REQUIRED

Possession of a valid and appropriate California Driver's License.

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification. Incumbents may not perform all of the duties and/or may be required to perform specific additional or different duties from those set forth below to address business needs and changing business practices.

ALL LEVELS:

Perform manual labor necessary to the completion of the job.

;-L; Load and unload supplies.;

mM; May break out old concrete, dig trenches, use air tools to break through and compact.

;-m; Maintain yards and buildings.

;-e; Clean and maintain tools used on the job.

;-p; Place traffic control and warning signs.

;-s; Serve as flag person.

;-L; Learn to maintain mechanical and electrical equipment.;

eO; Operate light equipment, such as trucks, compressors, forklifts, back-hoes backhoes.;

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Perform other related work as required.

SENIOR MAINTENANCE WORKER:

Streets:-

~~Skillfully operate trucks, skip loaders, steel and rubber tire rollers, traffic lining machines or other motorized equipment of comparable size and complexity; may patch streets and alleys using pneumatic tools, asphalt rakes; construct and repair curbs and gutters; build forms, pour and finish concrete; direct the work of others; keep labor and materials records; utilize two-way radio for field communication.~~

Utilities (Water): -

Maintain motorized systems; operate a variety of power-driven tools and equipment; may perform routine carpentry, painting and masonry work; skillfully operate trucks, forklifts, skip-loaders, light rollers; issue tools and related equipment.

Airport Facilities: -

Perform maintenance of hangar, runways, taxi ways, roads, street marking, fences, signs, asphaltic concrete; operate equipment utilized by airport such as sweeper, back hoe, mower, dump truck, motor grader, paint striper; order supplies and materials, collect receipts and identify expense classifications; cleaning and supplying of rest rooms throughout the airport; terminal building maintenance and inspection of runways and taxi ways.

PERIPHERAL FUNCTIONS:

SENIOR MAINTENANCE WORKER:

Airport Facilities: _

Schedule and assign work for court workers, direct the work of assigned helpers and complete related paperwork.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical:

Strength eCategory: Heavy-exert force of 50-100 pounds occasionally, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push pull or move objects. Frequent standing, walking, bending, stooping, crouching, handling, gripping, grasping. Occasional to frequent reaching at, above and below shoulder level, extending neck upward, downward and side to side, pushing, pulling. Occasional sitting, climbing stairs, ladders, scaffolding, twisting at the waist, crawling, kneeling. **Vision:** Visual acuity which

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could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** Effectively hear/comprehend oral instructions and communication and equipment noise.

Mental/Psychological:

ALL LEVELS:

Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize simple reading, writing and math skills; understand, remember and carry out detailed job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure.

SENIOR MAINTENANCE WORKER:

May direct the work of others; may train other workers.

ENVIRONMENTAL CONDITIONS:

Frequently to constantly works outdoors; rarely to occasionally works indoors. Frequently works around machinery. —Occasionally to frequently drives motorized equipment/vehicles; is exposed to slippery or uneven walking surfaces. Occasionally exposed to electrical energy, chemicals, excessive noises, dust, fumes, gases, odors, solvents, grease or oil. On rare occasion, uses a computer. Works both alone and with others depending on job assignment.

SPECIAL REQUIREMENTS

~~Employees in this classification may be required to utilize respirators in the course of their job duties or under emergency circumstances, and thus must be in compliance with General Industry Safety Order 5144. Employees shall not wear beards, mustaches, sideburns, facial hair or other conditions in such a manner that may prevent or interfere with establishing and maintaining a proper seal of the respirator face mask. This requirement is implemented in order to insure the safety and health of the employees.~~

MINIMUM QUALIFICATIONS

Knowledge of:

All Levels:

Basic methods, materials, tools and equipment used in maintenance work;
Appropriate safety precautions and procedures.

Senior:

Applicable safety and other state and local codes;
Basic math;

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Simple record keeping;
Proper methods, materials, tools and equipment used in one or more maintenance trade areas;
Appropriate safety precautions and procedures.

Senior:

Airport:

Principles and operation of airports;
FAR Part 139;
Operations manual, emergency plan, and advisory circular system;
NOTAM system;
Visual and instrument navigation aids;
Weather-related precautions;
Propeller, jet and rotor safety;
Two-way radio;
Safe use of ladders and scaffolding.

Ability to:

All Levels:

Read and write at the level required for successful job performance;
Learn to use and properly maintain assigned tools and equipment;
Learn to perform semi-skilled maintenance, repair and construction work;
Operate a vehicle observing legal and defensive driving practices;
Understand and carry out oral and written instructions;
Establish and maintain effective relationships with those contacted in the course of work.

Senior:

Read, write and perform mathematical calculations at the level required for successful job performance;
Skillfully operate and maintain assigned tools and equipment;
Perform skilled maintenance, repair and construction work;
Maintain simple records.

Senior:

Airport:

Read and interpret engineering drawings;
Inspect work.

EDUCATION AND EXPERIENCE:

Any combination of training, education and experience which demonstrates an ability to perform the duties of the position. The typical qualifying entrance background is:

Maintenance Worker: One year of experience in general maintenance and construction

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work.

Senior Maintenance Worker: Two years of experience at a semi-skilled level in street or utility maintenance, six months of which is with the City of Lompoc.

Airport: One year of experience in the maintenance, repair, and operation of airport landing field facilities and equipment and one year as a Senior Maintenance Worker.

POTENTIAL CAREER PATH:

Experience gained by incumbents in these classes can provide the knowledge, skills and abilities necessary to qualify for Senior Water Systems Worker, Equipment Operator, Collection Maintenance Worker and Lead Maintenance Worker.

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CITY OF LOMPOC

MAINTENANCE WORKER TRAINEE

DEFINITION:

Under close supervision, to perform unskilled maintenance duties in the construction, repair, and maintenance of buildings, facilities, ~~parksparks~~, and public works projects; to learn and acquire knowledge and skills in these areas; and to perform other specifically related work as required.

CLASS CHARACTERISTICS:

The class of Maintenance Worker Trainee is an unskilled labor class; incumbents will assist skilled workers in the performance of their duties and learn to perform semi-skilled work under close supervision.

LICENSE REQUIRED:

Possession of a valid and appropriate California driver's license.

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification. Incumbents may not perform all of the duties and/or may be required to perform specific additional or different duties from those set forth below to address business needs and changing business practices.

Perform a wide variety of unskilled manual labor tasks under close supervision. Specific assignments may include:

Building Maintenance:

Assist with routine cleaning, carpentry, painting and general maintenance of City offices and facilities; clean equipment and tools; learn general carpentry and maintenance.

Parks:

Assist with trash pickup, restroom maintenance, mowing and edging, landscape maintenance, routine carpentry, painting, masonry, sprinkler system repair, cleaning and maintenance of tools; learn the operation of related equipment, appropriate techniques and procedures for park maintenance.

Solid Waste:

Assist with collection and dumping of refuse; ~~cleans~~ clean trucks; learn to drive and operate automated refuse ~~truck~~trucks.

~~Streets:—~~

~~Assist with street repair and maintenance; break out old concrete, rake asphalt, mix and pour concrete and asphalt.~~

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Tree Crew: -

— Assist with trimming, maintenance, removal and planting of City trees and shrubbery by lowering cut limbs, picking up trimmings, loading trimmings into —chipping machine or truck, clean vehicles and equipment; learn to operate —chipping machine, prune and trim trees and shrubs using powered or hand saws —or pole pruners.

Water and Wastewater Distribution and Collection:

Assist with the repair, removal and installation of water and wastewater pipes, valves, meters, pumps by digging trenches, loading and unloading trucks and laying pipe; learn to operate equipment such as pneumatic and electrical tools and back hoes; learn to test lines for leaks; flush and disinfect lines; clean and pump vaults; clean and maintain equipment.

Water and Wastewater Treatment Plants:

Assist in construction, maintenance and repair of plant by loading and unloading supplies, cleaning and maintaining facilities, tools, equipment and grounds; learn maintenance of mechanical and electrical equipment such as pumps, valves and drive units.

PERIPHERAL FUNCTIONS:

~~**Streets:**~~

~~Learn to operate equipment such as jackhammers, back hoes and skip loaders.~~

Solid Waste:

Keep route records; assist citizens.

Water and Wastewater Treatment Plants:

Learn to operate trucks, compressors, forklifts and back hoes.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical:

Strength Category: Heavy-exert force of 50-100 pounds occasionally to frequently, depending on assignment, 25-50 pounds frequently, or 10-20 pounds constantly to lift, carry, push pull or move objects. Frequent standing, walking. Occasional sitting, bending, stooping, crouching, kneeling, pushing, pulling, twisting at the waist, climbing stairs and ladders, reaching at, above and below shoulder level, handling, gripping,

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grasping. On rare occasion crawling, fingering, typing, climbing scaffolding. **Vision:** visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** effectively hear/comprehend oral instructions, communication, and equipment noise.

Mental/Psychological:

Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; read simple materials; utilize simple math skills; utilize simple writing skills; understand, remember and carry out simple job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines.

ENVIRONMENTAL CONDITIONS:

Works both indoors and outdoors, but more frequently outdoors. Depending on assignment, may occasionally be exposed to extreme temperatures; may work around machinery from occasionally to constantly; may be exposed to dust, fumes, gases or odors from occasionally to frequently; may be exposed to chemicals from occasionally to frequently; may be exposed to excessive noises from occasionally to frequently; may be exposed to electrical energy from rarely to occasionally; may be exposed to solvents, grease or oil from occasionally to frequently; occasionally exposed to slippery or uneven walking surfaces; on rare occasion may work with explosives, be exposed to flames or smoke, use a computer. May drive motorized equipment/vehicles from occasionally to constantly. Works with others constantly. May work alone from occasionally to frequently.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Basic tools, equipment and materials used in maintenance work;
- Basic safety precautions and procedures.

Ability to:

- Perform manual/physical labor;
- Learn to use/operate tools and equipment in specific work area;
- Learn and follow specific procedures;
- Read and follow instructions on equipment and product labels;

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- Operate vehicles observing legal and defensive driving practices;
- Establish and maintain effective relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE:

Any combination of training, education and experience which demonstrates the ability to perform unskilled manual labor while learning semi-skilled maintenance duties. Typical qualifying background would include reasonable physical condition and demonstrated ability to perform manual labor.

POTENTIAL CAREER PATH:

Experience gained by incumbents in this class can provide the knowledge, skills and abilities necessary to qualify for positions such as Building Maintenance Worker, Parks Maintenance Worker, Maintenance Worker (~~Streets~~, Water, Wastewater), Sanitation Worker and/or Tree Trimmer.

[7/06 Rev. 4/2024](#)

CITY OF LOMPOC

TREE TRIMMER Series Specification

DEFINITION:

~~This series specification describes two classes which~~ Incumbents perform semi-skilled and skilled work in the trimming, planting, cultivating, ~~maintenance~~ maintenance, and removal of trees; and perform other specifically related work as required.

CLASS TITLES:

~~Tree Trimmer
Senior Tree Trimmer~~

CLASS CHARACTERISTICS:

~~Positions in the class of Tree Trimmer perform~~ Tree Trimmer — ~~The~~ the working level class in tree maintenance operations. Individuals initially perform manual labor and tree trimming work involved in trimming, planting, cultivating, maintaining, and removing trees and as assigned.

~~Senior Tree Trimmer~~ — Positions in this class perform the more difficult and technical work involved in trimming, planting, cultivating, maintaining and removing trees and, as assigned, may direct the work of helpers.

LICENSE REQUIRED:

~~Possession of a valid and appropriate California Driver's License, which shall at a minimum be Commercial Class B with tanker endorsement. Employee shall obtain such required license within six (6) months of beginning work in the Tree Trimmer position. Possession of a valid and appropriate California Driver's License. -It is highly desirable and encouraged that appointees (though not required) obtain within 2-years of appointment a Line Clearance Arborist Certification through A.C.R.T. or another qualifying body.~~

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification. Incumbents may not perform all of the duties and/or may be required to perform specific additional or different duties from those set forth below to address business needs and changing business practices.

- ~~1. Provides and helpfully interact with co-workers, supervisors, and everyone encountered.~~ All Levels:
- ~~1.~~
- ~~2. Provides good customer service to all individuals contacted in the course of work in a courteous and respectful manner.~~

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3. Trims or removes excess, dead or diseased limbs or branches from trees and shrubbery using powered and hand saws and pole pruners;
4. Plants and/or removes trees and shrubbery.
5. Performs tree surgery work.
6. In conformance with safety regulations, lowers cut limbs and branches by slings or lines;
7. Picks up trimmings and loads them into a chipping machine or truck.
8. Operates and performs trimming work from the hydraulic boom.
9. Operates chipping machine.
10. Cultivates soil, places stakes and digs holes to aid tree growth and maintenance.
11. Cleans vehicles.
12. and maintains and sharpens tools and equipment.
13. Places cones, road blocks and flags to safely mark off job site.
14. Performs occasional spraying of trees with appropriate herbicides and pesticides.
15. Adheres to the guidance of supervisors, lead workers, and other authorized personnel overseeing tasks.
16. Demonstrates sound judgment to ensure safety, continuously remain productive in completing assigned tasks to best benefit the City, and adeptly manage any arising issues.
17. Operates City vehicles.
18. Learns to clear around high voltage electrical lines.
19. Promptly adapt to shifting priorities.
20. Comprehend, retain, and execute precise job instructions.
21. Communicate proficiently verbally.
22. Meets designated deadlines.
- 2-23. Performs other related-related work as required.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Senior Tree Trimmer:

Physical: Strength category: Heavy-exert force of 50-100 pounds occasionally to frequently, depending on assignment, 10-25 pounds frequently, or up to 10 pounds constantly to lift, carry, push pull or move objects. Frequent handling, gripping, grasping. Occasional standing, walking, bending, stooping, kneeling, reaching at, above and below

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shoulder level, extending the neck upward, downward, and side to side, pushing, pulling, twisting at the waist. On rare occasion, sits, crouches, crawls, climbs stairs or ladders, fingers, types. **Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** Effectively hear/comprehend oral instructions and communication and equipment noise.

Skillfully trim or remove excess, dead or diseased limbs or branches from trees or shrubbery using powered or hand saws or pole pruners; skillfully perform tree surgery work; may be required to trim or clear limbs or branches around high voltage electrical power lines; operates hydraulic boom; operates chipping machine; may direct others in the performance of tree trimming and related operations; cultivates soil; may instruct personnel in proper safety procedures; may train new personnel; cleans, lubricates and fuels equipment; keeps labor and material records.

PERIPHERAL FUNCTIONS:

Senior Tree Trimmer:

Requisitions supplies and parts; mill wood and manufacture decorative wood items as part of a recycling program.

ALLOCATION FACTORS:

Level of knowledge and skill, degree of independence in decision-making and degree of supervision exercised and received.

Mental/Psychological:

Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize simple reading, writing, and math skills; understand, remember and carry out detailed job instructions; follow the direction of supervisors, lead workers, and others overseeing the work; utilize good judgment to ensure safety, proactively keep busy performing assigned work as best serves the City, and appropriately handle issues; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines; perform related work as required.

PHYSICAL AND MENTAL/PSYCHOLOGICAL DEMANDS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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Physical:

All Levels:

~~**Strength category:** Heavy exert force of 50-100 pounds occasionally to frequently, depending on assignment, 10-25 pounds frequently, or up to 10 pounds constantly to lift, carry, push pull or move objects. Frequent handling, gripping, grasping. Occasional standing, walking, bending, stooping, kneeling, reaching at, above and below shoulder level, extending the neck upward, downward, and side to side, pushing, pulling, twisting at the waist. On rare occasion, sits, crouches, crawls, climbs stairs or ladders, fingers, types. **Vision:** Visual acuity which could be corrected sufficiently to perform the essential functions of the position; average depth perception needed. **Hearing:** Effectively hear/comprehend oral instructions and communication and equipment noise.~~

Mental/Psychological:

All Levels:

~~Work cooperatively and interact appropriately with those contacted in the course of work, including the general public; utilize simple reading, math and writing skills; understand, remember and carry out simple job instructions; respond quickly to changing priorities; communicate effectively orally; work under pressure; work within deadlines.~~

Senior Tree Trimmer:

~~May direct the work of others; train other workers.~~

ENVIRONMENTAL CONDITIONS:

All Levels:

~~Incumbents work under adverse conditions, such as outside in any weather, around rodents, insects, foul smells, dirt, dust, and other hazards both natural and manmade.~~

Constantly works outdoors; on rare occasion works indoors. Constantly works around machinery. Frequently exposed to slippery or uneven walking surfaces. Occasionally exposed to dust, fumes, gases, odors, solvents, grease or oil, excessive noises; occasionally drives motorized equipment/vehicles. On rare occasion is exposed to extreme temperatures, chemicals, electrical energy; works at unprotected heights.

SPECIAL REQUIREMENTS

~~Employees in this classification may be required to utilize respirators in the course of their job duties or under emergency circumstance, and thus must be in compliance with~~

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~~General Industry Safety Order 5144. Employees shall not wear beards, mustaches, sideburns, facial hair or other conditions in such a manner that may prevent or interfere with establishing and maintaining a proper seal of the respirator face mask. This requirement is implemented in order to ensure the safety and health of the employee.~~

MINIMUM QUALIFICATIONS:

Knowledge of:

~~All Levels:~~

- ~~• Proper methods, materials, tools and equipment used in tree trimming, planting, removal, cultivating and maintenance;~~
- ~~• Appropriate safety precautions and procedures.~~

Senior:

~~Techniques of bracing and cabling trees;
Use, cultivation and maintenance requirements of trees used in parks, parkways and for ornamental purposes;
Simple record keeping;
General principles of training;
Proper procedures for clearing limbs around high voltage electrical power lines.~~

Ability to:

~~All Levels:~~

- ~~• Learn techniques of bracing and cabling trees;~~
- ~~• Learn the use, cultivation and maintenance requirements of trees used in parks, parkways and for ornamental purposes;~~
- ~~• Climb and work safely at considerable heights above the ground in **high-ranger** hydraulic lifts, trees and on ladders;~~
- ~~• Operate and maintain powered and hand tools and equipment used in tree trimming and related activities;~~
- ~~• Operate a vehicle observing legal and defensive driving practices;~~
- ~~• Understand and carry out oral and written instructions, and follow the direction of supervisors, lead workers, and others overseeing the work;~~
- ~~• Establish and maintain effective relationships with those contacted in the course of work.~~

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SENIOR:

~~May direct the work and train helpers;
Perform skilled work in the trimming, planting, cultivating, maintenance and removal of trees and shrubbery;
Maintain and operate powered and hand tools and equipment used in tree trimming and related activities;
Maintain simple records.~~

EDUCATION AND EXPERIENCE:

Any combination of training, education and experience which demonstrates an ability to perform the duties of the position. The typical qualifying entrance background is :

~~Tree Trimmer:~~ at least ~~One~~ to two years of experience trimming, ~~cultivating~~cultivating, and caring for trees, including some experience in trimming work at considerable heights above the ground.

~~Senior Tree Trimmer:~~ Three years of experience in trimming, cultivating and caring for trees, including some experience in trimming work at considerable heights above the ground; and certification in clearing around high voltage electrical lines.

POTENTIAL CAREER PATH:

Experience gained by incumbents in ~~these classes~~the class of Tree Trimmer can provide the knowledge, skills and abilities necessary to qualify for Lead-Line Clearance Tree Trimmer position, ~~Tree Supervisor or Urban Forester, or Electrical Ground Support Worker.~~

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