



Employment Opportunity

3660 D STREET, LA VERNE, CALIFORNIA 91750

Maintenance Worker I/II (Water & Sewer Division)

SALARY RANGE:

Maintenance Worker I: \$34,972 - \$42,509

Maintenance Worker II: \$38,556 – \$46,866

4-Day Work Week, Every Friday Off

Annual salary based on a **36-hour work week** (see hours below)

Social Security (FICA) taxes are not deducted as the City of La Verne participates in CalPERS in lieu of the Social Security system.

City of La Verne application must be submitted by 5 p.m. Tuesday, February 19, 2019

THE POSITION

Duties: Duties may include, but are not limited to: install, maintain, and repair large and small water and sewer services; clean and flush water mains and sewer lines; operate trucks and construction equipment and vehicles; pour and finish concrete; maintain service records; and perform other duties as required.

Hours: Four (4) day workweek with 9-hour shifts; normal schedule is Monday through Thursday, 6:30 a.m. until 4 p.m. (closed Fridays).

Promotional Opportunities: Career advancement opportunities may include promotion to Maintenance Worker II, Maintenance Worker III, Leadworker, Supervisor, and higher level technical positions. Additional pay is provided for certificates for job-related courses and programs.



BENEFITS

- Competitive contribution toward group medical coverage and dental plan
- 4-day, 36-hour workweek; Monday-Thursday
- Ability to qualify for education, certificate, and exceptional performance bonuses
- New CalPERS members Formula 2% @ 62
- City-paid life insurance benefit
- 2.4 to 4.6 weeks of vacation per year depending on years of service
- Eleven (11) paid holidays per year
- Accrual of 8 hours of sick leave per month
- City-paid long-term disability plan
- \$1,500 tuition reimbursement for job related courses

DESIRABLE QUALIFICATIONS

Education: Equivalent to completion of the 12th grade supplemented by specialized training in a related field.

Experience: Maintenance Worker I requires one (1) year of paid, full-time construction or maintenance work in a related field (i.e., utility service, pipeline experience is preferred). Maintenance Worker II requires two (2) years of experience performing water and sewer construction and maintenance work.

Knowledge of: Methods, materials, tools, and equipment used in the construction and maintenance industries. Safe work practices.

Ability to: Respond and work under call-back emergency conditions sometimes in severe weather; perform a wide range of physically strenuous construction and maintenance tasks; understand and follow written and verbal instructions; keep routine maintenance and service records; relate with coworkers and the public in a tactful, courteous manner.

License: For both positions, a valid California driver's license is required. Maintenance Worker I: A California Department of Health Services Grade D2 Water Distribution Certificate is desirable, and any applicant hired without a D2 must earn it prior to completion of the 12-month probationary period. A Commercial Driver's License is desirable. Maintenance Worker II: Applicants must possess a minimum of a D2 Certificate. A Commercial Driver's License must be obtained upon completion of the 12-month probationary period.

Residency Requirement: The City may require employees assigned to the Water/Sewer Division to reside within a twenty (20) minute safe driving distance of the La Verne City limits for emergency responses.

Physical Activities/Requirements: Physical activities may include, but are not limited to, the following: see well enough to read blueprints and standard test; hear and speak well enough to converse in person, over the radio, and on the telephone and be understood; stoop, bend, reach to pick up material, crawl into confined spaces, traverse rough terrain, climb into and out of trenches and climb ladders up to 25 feet high to inspect work; use arms, hands, and fingers to write, draw diagrams, operate personal computer, use hand tools; perform overhead tasks using hand tools; lift and carry up to 100 pounds; have the stamina to work in severe weather during a regular work schedule and beyond in the event of emergencies.



SELECTION PROCESS

The City reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the position. Meeting the required minimum qualifications does not guarantee an applicant an invitation to the next step(s) in the selection process. Those candidates whose experience and training most closely match the City's needs may be invited to participate in the selection process, which may include a combination of written exercise, panel interview, or other testing deemed appropriate.

As part of the background check prior to employment, an employee must obtain at his/her own expense, a copy of his/her driving history from the State Department of Motor Vehicles (DMV). Only original copies of the employee's driving history will be accepted.

Prior to hire, successful candidates will also be required to undergo a medical examination (including drug screen).

Appointments are subject to a 12-month probationary period.

APPLICATION PROCESS

A City of La Verne Application must be filed with the City of La Verne Personnel Department. Applications are available at City Hall (3660 D Street, La Verne). Applications are not available online.

FILING DEADLINE: 5 p.m, Tuesday, February 19, 2019. Postmarks will not be accepted.

As required by state law, the City provides consideration for veterans who served during military actions. Eligible veterans should notify Personnel **in writing** at the time of application.

Under Federal law, employees must contribute 1.45% of their gross monthly earnings for Medicare coverage. The City will match the employee's contribution.

In compliance with the Americans with Disabilities Act (ADA), if special assistance to participate in this recruitment is needed, contact the Personnel Office.

The City recruits and hires without regard to race, color, religion, physical disability or condition, sexual orientation, gender, age, or national origin, except in those specific instances whereby a bona fide occupational qualification demands otherwise.

The City of La Verne hires only United States citizens or lawfully authorized aliens. The provisions of this bulletin do not constitute an express or implied contract.

Any provision contained in this bulletin may be modified or revoked without further notice.



PERSONNEL OFFICE (909) 596-8726
Website: www.cityoflaverne.org
Equal Opportunity Employer