

## **MODESTO CITY SCHOOLS**

### **Job Description**

JC# 1779

### **SKILLED TRADES HELPER - SITE MAINTENANCE**

#### **OVERALL RESPONSIBILITY**

Under general supervision, assist in asphalt paving, fencing, building and equipment transport, and grounds work. May, on occasion, work independently.

#### **SPECIFIC RESPONSIBILITIES**

1. Patch pavement.
2. Rake, smooth, seal asphalt.
3. Clean equipment.
4. Set fence posts and install fences.
5. Repair playground equipment including backstops.
6. Assist in moving buildings and major pieces of equipment.
7. Inspect and clean dry wells.
8. Perform specialized site maintenance operations under the direction of the Grounds Supervisor.
9. Adhere to State, County and District safety codes and procedures.
10. Understand and implement oral directions and directions written in English.
11. Operate heavy equipment (e.g. front loader, dump truck, tractor, trencher, road grader, boom truck and jack hammer).
12. Attend Modesto City Schools' asbestos training program within the first sixty (60) days of employment.
13. Wear Modesto City Schools' identification during assigned work hours (e.g., badge or Modesto City Schools' shirt).
14. Wear breathing apparatus, face protector, shoes, eye goggles, hard hat, rubberized jacket, pants and boots, and hearing protectors as directed.
15. Maintain a valid California Driver's License - Class C.
16. Maintain participation in CA DMV Assessment System/Automatic Pull Program.
17. Obtain a valid Department of Transportation Powered Industrial Truck Operator's Permit within the first sixty (60) days of employment and maintain the permit thereafter.
18. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
19. Perform other related duties as assigned.

#### **SALARY**

Classified Unit Salary Schedule

## **SKILLED TRADES HELPER - SITE MAINTENANCE (continued)**

### **QUALIFICATIONS**

#### **Knowledge/Ability**

##### **Minimum Requirements:**

- Basic knowledge of the use and application of materials, tools, equipment and methods used in general construction and grounds work.
- Knowledge of equipment safety practices and procedures.
- Knowledge of the dangers of hazardous materials and the ability to take appropriate action to prevent injury to self and others.
- Knowledge of and ability to perform data entry functions.
- Ability to understand and implement oral instructions and instructions written in English.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to operate front loader, dump truck, tractor, trencher, and jack hammer.

#### **Experience**

##### **Minimum Requirement:**

- Completion of an accredited apprenticeship program or acceptable skill training or combination of training and experience in construction or grounds work.

#### **Education**

##### **Minimum Requirement:**

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

#### **License(s)/Certificate(s)/Permit(s)**

- Valid California Driver's License - Class C
- Must provide a DMV printout within five (5) work days of offer of employment
- Department of Transportation Powered Industrial Truck Operator's Permit.

#### **Physical Characteristics:**

##### **With or Without the Use of Aids:**

- Sufficient vision to read fine print, diagrams, blueprints, and manuals, and drive and operate equipment.
- Sufficient depth perception.
- Sufficient hearing to detect air/gas leaks and detect audio and equipment malfunctions. Sufficient hearing to hear work area noise and normal conversation in person and on the telephone.
- Ability to speak in a normal voice to be able to be heard and understood on the telephone and at the work site.
- Ability to reach horizontally and vertically with arms. Sufficient dexterity to manipulate small objects, print or write legibly, operate precision tools, and make minute repairs.
- Sufficient physical ability, strength, mobility, and stamina to drive a vehicle, climb ladders, crawl under buildings, bend, stretch, stand, kneel, walk, stoop, crawl, and extend legs. Sufficient physical ability, strength, mobility, and stamina to perform heavy physical labor in hot, cold and inclement weather conditions.
- Sufficient physical ability, strength, balance, and stamina to tolerate working on rooftops, scaffolds, and ladders at heights up to 50 feet, sometimes in precarious positions. Sufficient physical ability, strength, mobility and stamina to lift, carry, push or pull objects which may frequently exceed 75 pounds in a series of functional tests which clearly simulates the work environment. Physical ability to sit for extended periods of time. Physical tolerance to harsh chemicals and chemical odors.

#### **Pre-Employment Physical Examination**

- A physical and tuberculosis examination is required as a condition of employment.
- Examinations shall be administered by a District provider and be at the District's expense. Individuals must evidence ability to perform physical requirements of position and test negative for tuberculosis.

**SKILLED TRADES HELPER - SITE MAINTENANCE (continued)**

REPORTS TO:

Supervisor of Maintenance and Operations or designee.

Board Approved: 7/1/96

Revised: 9/14/99

Unit Approved: 9/14/99

Board Approved: 10/4/99

Revised: 10/30/03