

CITY OF HOLTVILLE  
TITLE:

JOB DESCRIPTION  
MAINTENANCE WORKER III

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APPROVED: MAY 29, 1979  
DEPARTMENT: PUBLIC WORKS  
REPORTING RELATIONSHIP: PUBLIC WORKS MANAGER/PUBLIC WORKS  
SUPERVISORS

**MINIMUM QUALIFICATIONS:**

The employee must have all of the minimum qualifications of a Maintenance Worker I and II; in addition to which the employee must be able to dismantle and repair water meters, and read them. The employee must be able to maintain water meter usage records for each individual user in the City. The employee must be capable of maintaining time and material records for each job assigned. The employee must have a valid California Driver's License. The employee must be able to operate skip loaders, backhoes, street sweepers, water trucks and motor graders or such other equipment as may be assigned. The employee will be required to observe and carry out all safety regulations pertaining to their job. The employee will be required to instruct Maintenance Worker I and II employees in proper work procedures including operation of tools and equipment and how to perform certain types of assigned work. The employee will be required to respond to emergencies after normal working hours involving emergency repairs to the water, sewer or street systems. The employee will be required to perform such other duties as may be assigned by competent authority.

**KNOWLEDGE:**

The employee must have a high school diploma or its equivalent; in addition to which the employee must have a minimum of three year of experience in construction or maintenance work.

**SUPERVISION:**

The employee will be under the direct supervision of the Foreman, Public Works Department, or on occasion the Assistant Foreman, Public Works Department. As a skilled worker the employee will receive the minimal amount of supervision and instruction necessary to get the assigned work completed. The employee will on occasion be required to exercise a limited degree of supervision over Maintenance Workers I & II on an individual work assignment basis.

**DESIRABLE QUALIFICATIONS:**

It would be desirable, if the employee had some previous experience in equipment and vehicular maintenance and repair, electric and gas welding, in addition to plumbing and pipefitting, street construction and paving.