

AQUATICS MAINTENANCE ASSISTANT

JOB DESCRIPTION

Classification Responsibilities: An Aquatics Maintenance Assistant performs routine maintenance and general laboring work, and assists skilled workers in maintaining and repairing swimming pools and aquatics facilities. Depending on assignment, work may include: assisting with repairing large and small pumps and motors; and performing routine service, maintenance, and repair work on plumbing and electrical components. This class performs related duties as required.

Distinguishing Features: An employee in this class works on well-defined tasks which are assigned on a daily basis. Depending on the area of assignment, employees work in support of, or under the lead instruction and review of a skilled worker. Supervision is received from an Aquatics Maintenance Leader. Employees are required to use appropriate safety equipment and procedures in performing assignments. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of training, education, and experience equivalent to graduation from high school or GED. Some (6 months - 1 year) experience in maintaining and repairing swimming pools, aquatics facilities, or other related area.

Special Requirements. Must possess a valid Arizona Class C or higher Commercial Driver's License (CDL) with Hazardous Materials Endorsement (HME) or, if no CDL then must pass the written test for an HME designation by hire or promotion, and must apply for a Background Records Check (BRC) through the Transportation Security Administration (TSA) by hire or promotion date. The skills demonstration portion of the Class C CDL test must be completed within 150 days of hire or promotion and will be administered by a City of Mesa Third Party Tester. The TSA BRC approval letter must be received and returned to the CDL office for issuance of the HME within 150 days of hire or promotion (*Full-time Assignment*).

Substance Abuse Testing. This class is subject to DOT Federal Motor Carrier Safety Administration (FMCSA) drug and alcohol testing as outlined in 49 Code of Federal Regulations (CFR) Part 382 (*Full-time Assignment*).

Preferred/Desirable Qualification. Experience in two or more trades is highly desirable.

ESSENTIAL FUNCTIONS

Communication: Relays maintenance-related information. Completes safety inspection forms and reports. Documents completed work on work orders. Responds to requests and inquiries from athletes and the general public.

Manual/Physical: Operates a pickup truck (3/4-ton and/or 1-ton) requiring a standard Arizona Driver's License. Operates a pickup truck requiring a Class C Commercial Driver's License (CDL) with a Hazardous Material endorsement in order to haul aquatic chemicals classified as hazardous materials (*Full-time Assignment*). Operates power-driven machinery such as a jackhammer, concrete saw, etc., to complete a wide range of maintenance duties. Uses common hand tools associated with repair and maintenance duties. Performs preventive maintenance and cleaning tasks on equipment used to maintain proper working order. Paints equipment, restrooms, ramadas, bleachers, and fences. Digs trenches. Installs electrical conduit and fixtures. Works in a variety of weather conditions while performing duties. Measures distances to set up special events or block off areas for use. Sets up or removes folding tables, chairs, barricades, traffic cones, or similar objects to set up for special events. Moves concrete blocks and other heavy material (weighing up to 750 pounds, using a cart or other aid to assist with the lifting) to transport to work sites. Installs, replaces, and adjusts various parts and equipment in aquatics buildings and facilities to complete maintenance duties. Works in small cramped areas to assist with plumbing and other maintenance repairs. Conducts safety inspections on equipment and/or amenities. Repairs equipment and facilities (sometimes at heights greater than 10 feet). Monitors conditions of grounds, structures, and building facilities to maintain safety standards. Detects hazardous situations at work such as traffic sounds when working near moving traffic, and audible backup warning devices when working around moving equipment. Detects hazardous gases, smoke, or fumes while working in order to maintain a safe working environment. Meets scheduling and attendance requirements.

Mental: Comprehends and makes inferences from written work orders to complete job duties. Learns job-related material and safety regulations through on-the-job training, and practices safety precautions.

Skill and Abilities:

Skill in using hand/power tools commonly used in maintaining buildings and related facilities.

Ability to:

learn and perform assigned tasks quickly and correctly;
understand and follow oral instructions and simple diagrams; and
establish and maintain effective working relationships with customers and fellow employees.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included do not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

Revised 4/18

PK/co/rb

CS3797.DOC (Full-time)

PAY GRADE: 39

CS3798 (Part-time)

PAY GRADE: 39

CS3799 (Seasonal)

PAY GRADE: 39

EEO-S/M

IND-9102

JOB FCTN-TRA

SWORN-No

INCREMENTS 44-200