

**NIPOMO COMMUNITY SERVICES DISTRICT**

148 SOUTH WILSON STREET/POST OFFICE BOX 326  
NIPOMO, CA 93444

**EMPLOYMENT APPLICATION**

AN EQUAL OPPORTUNITY EMPLOYER

**APPLICANT INVESTIGATION POLICY:** Nipomo Community Services District (NCSD) recognizes the importance of maintaining a safe work place with employees who are honest, trustworthy, qualified, reliable and non-violent, and who do not represent a risk of harm to their co-employees or others. For purposes of furthering these concerns and interests, before hiring a person NCSD reserves the right to investigate the applicant's employment history, personal references and educational background, as well as other relevant information that is reasonably available to NCSD. In hiring for certain positions, NCSD may review the applicant's credit report and criminal background, if any. Consistent with these practices, all job applicants will be asked to sign an agreement requesting, authorizing and consenting to the release of information to NCSD in releasing all concerned from liability for disclosure of information. Consistent with legal requirements, NCSD reserves the right to exclude any applicant from consideration for employment if the applicant refuses to sign this agreement as requested. NCSD will make an initial determination that an applicant has the basic qualifications for the requested position before requesting disclosure of criminal history. Those who progress through that level of the application process will be asked to complete a supplemental disclosure of criminal history information.

NCSD's policies regarding company property, security, privacy, searches and its drug-free workplace policy provide further information about NCSD's discretion to investigate employees and mandatory reporting obligations. After receiving an offer of employment, any job applicant who wishes to review these policies before deciding whether to accept employment may do so by contacting NCSD.

**Current DMV print out (within past 30 days). (Please attach copy)**

1. MAINTENANCE/CUSTOMER SERVICE WORKER  
Position applying for

2. \_\_\_\_\_  
CANDIDATE NAME: (Last) (First) (Middle Initial)

**CANDIDATE'S OTHER NAMES USED (To Verify Employment/Educational History):**

\_\_\_\_\_  
NAME: (Last) (First) (Middle Initial)

\_\_\_\_\_  
NAME: (Last) (First) (Middle Initial)

3. \_\_\_\_\_  
PRESENT MAILING ADDRESS: (Number/P.O. Box) (Street) HOME PHONE

\_\_\_\_\_  
(City) (State) (Zip Code) CELL PHONE

4. \_\_\_\_\_  
PERMANENT ADDRESS (If different than above): (Street) EMAIL ADDRESS

\_\_\_\_\_  
(City) (State) (Zip Code)

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5. Are you a relative of a current NCSD Board Member? YES  NO

If yes, state name(s), title(s), and relationship(s): \_\_\_\_\_

NCSD may refuse to hire relatives of present employees or Board members if doing so could result in actual or potential problems in supervision, security, safety, or morale, or if doing so could create conflicts of interest. For purposes of this application, "relative" is defined to include: parent, child, grandparent, grandchild, uncle, aunt, niece, nephew, cousin, sibling, spouse, domestic partner, cohabitants, or in-law relations (whether arising from a spouse or domestic partner relationship). "Relative" is intended to encompass all family-like relationships regardless of blood or legal relationship.

6. Are you 18 years of age or older? YES  NO

7. If employed, can you produce verification of your legal right to work in the United States? YES  NO

8. Do you speak, read and write a language other than English? YES  NO   
If so, please identify:

9. EDUCATION: Applicant may be required to furnish proof of academic training by transcript or diploma.

LAST HIGH SCHOOL ATTENDED: \_\_\_\_\_

Did you graduate? YES  NO   
If no, do you have GED certificate? YES  NO

**RÉSUMÉS MAY BE ADDED, BUT CANNOT BE SUBSTITUTED FOR THIS SECTION**

College or University	Major/Minor	Units completed or Degree	Years Attended (To and From)
Example: (XYZ University)	Example: (BS in Math)	Example: (120 units)	Example: (2005-2009)

List any school courses, special skills, training, machines or equipment that you can operate that relate to the requirements of the position: \_\_\_\_\_

10 Driver's license number: \_\_\_\_\_

Date of expiration: \_\_\_\_\_ Class Number: \_\_\_\_\_

11. The following documents must be attached to this application:

(a) **DMV print-out** - Job description requires employee to operate District vehicle. Application will not be considered if current DMV print-out is not attached (within the past 30 days).

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12. EXPERIENCE: Show your present job first; then list all other jobs in order, working down from the most recent. Use a separate block for each job held even though with the same organization. List any job-related volunteer experience. If hours worked per week varied, give average. Account for all time for at least the last ten years. Attach additional sheet, if necessary.

Date/Salary/Hours	Exact Job Title and Duties	Employer's Name and Address
From ___/___/___ to ___/___/___ \$_____ Per _____ Hours Worked Per Wk. _____	Title: _____ Duties: _____ Reason for Leaving: _____	_____ _____ _____
From ___/___/___ to ___/___/___ \$_____ Per _____ Hours Worked Per Wk. _____	Title: _____ Duties: _____ Reason for Leaving: _____	_____ _____ _____
From ___/___/___ to ___/___/___ \$_____ Per _____ Hours Worked Per Wk. _____	Title: _____ Duties: _____ Reason for Leaving: _____	_____ _____ _____
From ___/___/___ to ___/___/___ \$_____ Per _____ Hours Worked Per Wk. _____	Title: _____ Duties: _____ Reason for Leaving: _____	_____ _____ _____

13. Were you ever discharged or asked to resign from a position? YES  NO

Would you object to contacting of previous/current employer? YES  NO

If you have answered yes to either of the above, please explain:

\_\_\_\_\_

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- 14. The Nipomo Community Services District is an equal opportunity employer and does not discriminate in any aspect of the hiring process or employment relationship. No questions on this application and attachment will be used for the purpose of limiting or excusing any Applicant from consideration for employment on a basis prohibited by local, state, or federal law.
- 15. If the position for which you are applying is designated as "safety sensitive," then, the Nipomo Community Services District has a policy that any offer of employment shall be contingent upon the applicant successfully passing a drug test. Persons who do not successfully pass or who refuse to submit to the drug test will not be considered further.
- 16. Before date of hire, Applicant shall be required to pass a physical exam by a physician at District's designation and expense. Nipomo Community Services District has a policy that any offer of employment shall be contingent upon the applicant successfully passing a physician's examination certifying that the applicant is fit to perform the duties of the position. Persons who refuse to cooperate in the examination or do not receive a physician's certification of qualification to do the type of work required by the position applied for will not be considered for employment.
- 17. Please attach any additional information with your application which you feel will help the District in its evaluation of your qualifications.
- 18. Prior to turning in your application to the District, re-check it to make sure it is correct and complete.
- 19. I understand that it is the District's policy not to refuse to hire a qualified individual because of this person's need for a reasonable accommodation that would be required by the ADA and/or the California FEHA.
- 20. If job description requires employee to operate a District vehicle, I give the District the right to investigate my DMV records.

**21. CERTIFICATION OF APPLICANT:**

(initials)

\_\_\_\_\_ I certify that all the statements made in this application are true and complete to the best of my knowledge. I understand that all statements are subject to verification by the District and any false statements or omissions of material facts may be considered sufficient to subject me to disqualification or dismissal.

\_\_\_\_\_ I hereby authorize the Nipomo Community Services District to thoroughly investigate my references, work record, education, and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the District any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosures. In addition, I hereby release the District, my former employers and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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**STATEMENT OF PHYSICAL REQUIREMENTS  
AND ENVIRONMENTAL FACTORS**

Name: \_\_\_\_\_

Job Title: MAINTENANCE/CUSTOMER SERVICE WORKER

Job Description: Attached, receipt of which is hereby acknowledged.

**PHYSICAL ACTIVITY REQUIREMENTS**

<b>Work Position</b>	approx. 20%	approx. 30%	approx. 50%	70% or more
Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sitting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Body Movements:** None = 0  
Occasional = 0 to ¼ work day  
Some = ¼ to ½ work day  
Frequently = ½ to ¾ work day  
Continuously = ¾ to full work day

<b><u>Lifting:</u></b>	0 – 20 lbs	20-40-lbs	40-60 lbs	Up to 100 lbs
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Some	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequently	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuously	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>Push and/or Pull Loads:</u></b>	0 – 20 lbs	20-40-lbs	40-60 lbs	Up to 100 lbs
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Some	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequently	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuously	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b><u>Carrying:</u></b>	0 – 20 lbs	20-40-lbs	40-60 lbs	Up to 100 lbs
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Some	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequently	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuously	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**STATEMENT OF PHYSICAL REQUIREMENTS  
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Bending:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input type="checkbox"/>	Frequent <input checked="" type="checkbox"/>	Continuous <input type="checkbox"/>
Kneeling/ Squatting:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input type="checkbox"/>	Frequent <input checked="" type="checkbox"/>	Continuous <input type="checkbox"/>
Reaching Overhead Stretching:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input type="checkbox"/>	Frequent <input checked="" type="checkbox"/>	Continuous <input type="checkbox"/>
Climbing Stairs:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input checked="" type="checkbox"/>	Frequent <input type="checkbox"/>	Continuous <input type="checkbox"/>
Climbing Ladders:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input checked="" type="checkbox"/>	Frequent <input type="checkbox"/>	Continuous <input type="checkbox"/>
Crawling:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input checked="" type="checkbox"/>	Frequent <input type="checkbox"/>	Continuous <input type="checkbox"/>
Working on Rough and/or Uneven Terrain:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input type="checkbox"/>	Frequent <input checked="" type="checkbox"/>	Continuous <input type="checkbox"/>
Handling and Dexterity:	None <input type="checkbox"/>	Occasional <input type="checkbox"/>	Some <input type="checkbox"/>	Frequent <input type="checkbox"/>	Continuous <input checked="" type="checkbox"/>

**ENVIRONMENTAL FACTORS  
Related to Job Description**

<input checked="" type="checkbox"/> Outside	<input checked="" type="checkbox"/> Outside and inside	<input checked="" type="checkbox"/> Excessive heat
<input checked="" type="checkbox"/> Excessive cold	<input type="checkbox"/> Excessive humidity	<input checked="" type="checkbox"/> Excessive dampness or chilling
<input checked="" type="checkbox"/> Dry atmospheric conditions	<input checked="" type="checkbox"/> Excessive noise, intermittent	<input type="checkbox"/> Constant noise
<input checked="" type="checkbox"/> Dust	<input type="checkbox"/> Silica, asbestos, etc	<input checked="" type="checkbox"/> Fumes, smoke, or gases
<input type="checkbox"/> Solvents (degreasing agents)	<input checked="" type="checkbox"/> Grease and oils	<input checked="" type="checkbox"/> Radiant energy
<input checked="" type="checkbox"/> Electrical energy	<input checked="" type="checkbox"/> Slippery or uneven walking surfaces	<input checked="" type="checkbox"/> Working around machinery with moving parts
<input checked="" type="checkbox"/> Working around moving objects or vehicles	<input checked="" type="checkbox"/> Working on ladders or scaffolding	<input type="checkbox"/> Working below ground
<input type="checkbox"/> Unusual fatigue factors (specify)	<input checked="" type="checkbox"/> Working with hands in water	<input checked="" type="checkbox"/> Working closely with others (occasionally)
<input checked="" type="checkbox"/> Working alone (occasionally)	<input checked="" type="checkbox"/> Protracted or irregular hours of work	<input type="checkbox"/> Other (specify)

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**STATEMENT BY APPLICANT**

**Applicant Read and Sign:**

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? YES  NO

If "no," describe the functions that cannot be performed.

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Note: NCSD complies with the federal Americans with Disabilities Act and the California Fair Employment and Housing Act and considers all reasonable accommodations that may be necessary for eligible applicants/employees to perform essential functions. If you need any type of accommodation in the application process, please describe the requested accommodation:

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Date: \_\_\_\_\_

\_\_\_\_\_

Name (printed)

\_\_\_\_\_  
Signature

Where did you hear about this position?

For information purposes only:

	NCSD website
	Santa Maria Times
	The Tribune
	Craig's List
	Jobs Available
	BC Water News
	CWEA
	Family/Friends
	Other (please specify)

**JOB DESCRIPTION  
MAINTENANCE/CUSTOMER SERVICE WORKER  
FLSA: NON EXEMPT**

**POSITION: Maintenance/Customer Service Worker**

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**FLSA STATUS: Non-Exempt - Full Time (40 hour week)**

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**REPORTS TO: Water and Wastewater Supervisor**

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**1. DEFINITION AND SUMMARY OF DUTIES**

Under general supervision, performs a variety of work in the construction, modification, maintenance, repair, and operation of District infrastructure, including storm and sanitary sewers, water and wastewater systems, and drainage facilities; obtains water and other meter readings and records consumption; cleans, inspects, and repairs water meters; identifies irregularities in meter equipment and related plumbing; performs meter setting and meter replacement activities; provides a variety of customer service functions; monitors District water wells, lift stations, and other equipment, as needed; and performs related work as required.

Initially under close supervision, this class learns District infrastructure, systems, and facilities, use of tools and equipment, and a wide variety of practices and procedures. As experience is gained, assignments become more varied and are performed with greater independence. The incumbent is responsible for learning to work independently in the field to read water meters, record consumption, maintain meters, perform customer service activities, and other field duties. Responsibilities include inspecting and attending to assigned areas in a timely manner, and performing a wide variety of tasks in the maintenance and repair of assigned facilities and systems. This class is distinguished from Utility Worker in that the latter requires more technical knowledge and skills pertaining to the maintenance and repair of District infrastructure and requires professional certifications.

**2. ESSENTIAL DUTIES AND RESPONSIBILITIES**

- a) Obtains and records water meter readings from homes and businesses for the purpose of billing water usage, including making necessary calculations and reporting inconsistent readings to supervisor.
- b) Performs opening and closing of consumers' water accounts by turning water on or off and recording the readings, including processing service orders from the District office.
- c) Delivers notices from the District office to consumers such as demand for payment, high consumption, returned mail, shut off, or returned check and other door hangers.
- d) Provides information to customers, including addressing complaints and billing concerns, rereading meters as requested, and answering questions regarding leaks and meter readings.
- e) Performs various maintenance duties, including removing and installing water meters and meter boxes, and making minor meter repairs.
- f) Performs visual checks of meter conditions and connections to ensure efficient operations, and reports damaged or non-functioning meters.
- g) Assists in repairing transmission and distribution water mains, including installing parts repairing system leaks, and replacing service line connections.
- h) Installs and replaces fire hydrants, including installing parts, fittings, and performing related maintenance and repair duties.

Revised July 2015

**JOB DESCRIPTION**  
**MAINTENANCE/CUSTOMER SERVICE WORKER**  
**FLSA: NON EXEMPT**

- i) Performs maintenance and ground-keeping duties at District water well sites; takes samples at water wells; utilizes chlorine and other hazardous chemicals safely; performs maintenance and repair duties in and around lift stations and pumps.
- j) Performs a variety of duties in the maintenance of drainage structures to ensure efficient drainage.
- k) Operates specialized vehicles and a variety of light to medium equipment related to the construction, maintenance, and repair of District systems and facilities.
- l) Performs a variety of weed abatement duties to eliminate hazards to the public and vehicles, as necessary.
- m) Sets up traffic control and safety equipment when using vehicles on a street or other roadway; and uses safety equipment and observes all safety procedures as specified by the District.
- n) Notifies supervisor of the need for repair or additional maintenance as found during routine inspection and cleaning activities; and prepares work orders or notes service requirements.
- o) Ensures that adequate materials and supplies are available for maintenance and repair work.
- p) Contacts the public to inform them of activities and shutdowns; and explains applicable rules and regulations.
- q) Marks the location of underground utilities in response to USA requests.
- r) Maintains complete and accurate records, and/or reports potential or existing problems to supervisor.
- s) Maintains light to medium equipment and trucks appropriate to the functional area of assignment.
- t) Operates a variety of hand and power tools and equipment related to work assignment as instructed.
- u) Maintains work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- v) Completes work orders, picks up and deliver mail, and makes bank deposit; delivers office generated materials, as required.
- w) Interacts with outside contractors in the course of large construction, maintenance, and repair projects.
- x) Performs on-call duties and responds to after-hours emergencies.
- y) Performs related duties as assigned.

**3. QUALIFICATIONS**

This position requires knowledge and proficiency in the following:

- a) District street and address system, including awareness of hazards.
- b) A variety of meters and meter reading equipment and their respective functions.
- c) Principles, practices, and tools to maintain, repair, place, and set water meters.
- d) Billing procedures and policies of water utility services.
- e) Basic maintenance principles, practices, tools, and materials for maintaining and repairing water distribution systems, including water hydraulics, valves, pipe materials and water service components; water wells, lift stations, and pumps; asphalt and concrete repair; and other related facilities and systems.

**JOB DESCRIPTION**  
**MAINTENANCE/CUSTOMER SERVICE WORKER**  
**FLSA: NON EXEMPT**

- f) The operation and minor maintenance of a variety of hand and power tools, vehicles, and power equipment.
- g) Basic traffic control procedures and traffic sign regulations.
- h) Shop arithmetic.
- i) Safety equipment and practices related to the work, including the handling of hazardous chemicals.
- j) Safe driving rules and practices.
- k) Basic computer software related to work.
- l) English usage, spelling, vocabulary, grammar and punctuation.
- m) Techniques for providing a high level of customer service to public and District staff, in person and over the telephone.
- n) Microsoft Word, Excel and Outlook. Proficiency in these applications is required. Knowledge of Microsoft Access is desirable.
- o) Correct business English, including spelling, grammar and punctuation.
- p) Techniques for dealing with the public, in person and over the telephone.
- q) English usage, spelling, grammar, and punctuation.
- r) Working command of Spanish language, written and verbal is desirable.
- s) Record keeping principles and practices including electronic records creation and retrieval methods.
- t) Handling multiple tasks and meeting critical time deadlines.

4. ESSENTIAL ABILITIES

- a) Read meters efficiently and recording accurate consumption information.
- b) Maintain accurate and up-to-date records using automated and manual systems.
- c) Read maps and schematics.
- d) Perform maintenance and repair work on water meters, water distribution and related systems, facilities, and equipment such as found in the District.
- e) Operate specialized maintenance and repair equipment.
- f) Set up and operate traffic area construction zones, including cones, barricades and flagging.
- g) Locate underground utilities by use of blue prints and electronic locating equipment in accordance with Underground Service Alert (USA) regulations.
- h) Troubleshoot maintenance problems and determine materials and supplies required for repair.
- i) Make accurate arithmetic calculations.
- j) Read and interpret construction drawings and specifications.
- k) Safely and effectively use and operate hand tools, mechanical equipment, power tools, and equipment required for the work.
- l) Perform routine equipment maintenance.
- m) Maintain accurate logs, records, and basic written records of work performed.
- n) Follow department policies and procedures related to assigned duties.
- o) Understand and follow oral and written instructions.
- p) Organize own work, set priorities, and meet critical time deadlines.
- q) Use English effectively to communicate in person, over the telephone and in writing.
- r) Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- s) Establish and maintain effective working relationships with those contacted in the course of the work.
- t) Working effectively and cooperatively with a wide variety of customers and other individuals in person and over the telephone.

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**MAINTENANCE/CUSTOMER SERVICE WORKER**  
**FLSA: NON EXEMPT**

- u) Exercising sound independent judgment within established policy and procedural guidelines.
- v) Maintaining confidentiality of information where necessary.
- w) Ability to cope and maintain calm demeanor in a potentially stressful working environment.
- x) Establishing and maintaining effective working relationships with those contacted in the course of the work, including Board members, management team, co-workers, and members of the public.
- y) Must be able to provide regular on-call duty for response to off-hours emergency situations. Must be able to arrive at District facilities within thirty (30) minutes from the time of an initial call-back notification. Work hours are subject to 24 hour emergency callbacks and standby and requires working varying hours, overtime, weekends, and holidays.

5. PHYSICAL REQUIREMENTS

- a) Must possess mobility to work in the field walking for long periods of time, sometimes over rough, uneven or rocky surfaces, in and around water and wastewater facilities;
- b) Must possess strength, stamina, and mobility to perform medium to heavy physical work;
- c) Must be able to work in confined spaces, around machines, and to climb and descend ladders;
- d) Must be able to operate varied hand and power tools and construction equipment;
- e) Must be able to read printed materials and a computer screen;
- f) Must be able to communicate in person and over the telephone and radio.
- g) Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment as well as technical laboratory equipment.
- h) Must be capable of bending, stooping, kneeling, reaching and climbing to perform work and inspect work sites.
- i) Must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.
- j) Must be able to tolerate exposure to raw and partially treated wastewater, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.
- k) Employees may interact with upset public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.
- l) Employees must be able to effectively communicate with a variety of individuals.

6. EDUCATION AND EXPERIENCE

- a) Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be equivalent to the completion of the twelfth (12th) grade. No experience is required.
- b) Field experience reading utility meters or reading and recording data with speed and accuracy, and/or maintenance or repair experience in underground utilities, general construction, or landscape and/or facilities maintenance are desirable.

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**MAINTENANCE/CUSTOMER SERVICE WORKER**  
**FLSA: NON EXEMPT**

7. LICENSES

- a) Valid California class C driver's license with satisfactory driving record.
- b) Must obtain a Grade I Water Distribution Operator Certification and/or a Grade I Wastewater Collection Certification from the State of California within twelve (12) months of hire.
- c) Must be bondable by District's fidelity bond insurer.