



Position: Full Time Maintenance Worker

Reports to: Field Services Manager

Function:

This position is responsible for ensuring that downtown employees, visitors, and residents have an enjoyable experience. Team members will keep the downtown district clean by abating litter, graffiti and odors. Employee will proactively accomplish duties, and relay suggestions to improve the service to the Team Lead. Team members will operate assigned equipment safely and effectively, while focusing on maintaining high safety standards and productivity levels. They will be held responsible for the quality of their work. Specific duties will include equipment maintenance, field work (cleaning stains, graffiti, debris, etc.), briefings and more.

Requirements:

Must be able to work alone and think fast. Perform related duties as assigned. Must be good with managing tools and materials. Must be able to report daily records using a company device. Must pass a Drug Screen for illegal substance. Must be able to pass internal test within 30 days of hire. Must be able to provide clear and concise written and verbal communications. Must be able to work in inclement weather for the entire shift exposed to all weather elements (Hot, Cold, Rain, Sunshine). Incumbent will be expected to navigate varied terrain including curbs, sidewalks, grass, uneven dirt and boardwalks etc. Incumbent must be able to speak clearly. Incumbent must be able to lift at least 80 lbs.

Benefits:

The following benefits are available to all full-time employees: 401K with 5% match, Vision, Medical, Dental, Life Insurance, paid Holidays, Identity Theft Protection, and access to building Gym Facilities

Salary: \$15.00 to \$16.25 an hour depending on experience

Responsibilities:

Incumbent will be walking an assigned route, clearing litter from within the Public Space. Must have some experience using a blower to clear the assigned 66 square block area of the Business Improvement District maintaining a pleasant approachable demeanor as well as ensuring his/her area is clean. Employee will perform a maintenance check before and after using maintenance equipment.

Team Member will maintain a clean and neat uniform including jacket, pants, shirt, hat, gloves, boots/shoes, and belt. Employee must establish the proper dress for current weather conditions.

Incumbent will attend all mandatory in-service training and required meetings. Incumbent will accurately document work product. Incumbent will work as a team member to his/her fellow field Services Team Members. Incumbents may contact officers, and other civil servants to pass on work related information and to assist them in their duties. Incumbent will actively greet citizens while performing his/her tasks.

Knowledge/Skills required by the Job

Applicants

- Good verbal communication skills
- Maintenance experience
- Able to operate various pieces of machinery
- Good knowledge of cleaning products and equipment
- Strong work ethic
- Proactively completes tasks and problem solves

Upon completion of 3-week on-the-job training and pass Internal test of the following

- Knowledge of downtown retailers and services
- Working knowledge of radio “9 codes”, phonetic alphabet, and radio procedures
- Working knowledge of local and state codes and ordinances
- Document all activity on appropriate forms

Qualifications

Education

High School Degree

Experience

Landscaping experience/ Maintenance experience/ Janitorial experience

The incumbent shall work well under pressure, meet multiple and sometimes competing deadlines. The incumbent shall at all times demonstrate cooperative behavior with colleagues and supervisors.

To apply, submit cover letter stating why you want to be considered, résumé and date of availability to humanresource@downtownsac.org. Please reference MAINTENANCE TEAM MEMBER in the subject line.