



1400 Radio Road
Redwood City, California 94065
(650) 591-7121
www.svcw.org

Utility Worker

(2 positions available)

\$7,172.53 - \$8,885.07 monthly (\$41.38 - \$51.26/hour) depending on qualifications & experience.

2% certification incentive pay available. Fully benefited position.

Represented by International Union of Operating Engineers, Stationary, Local 39.

SUMMARY

Under general supervision, performs a variety of manual labor and semi-skilled work in the maintenance of buildings, facilities, equipment, and grounds, and clerical work.

Every employee appointed to a position at SVCW shall serve at the will and pleasure of the appointing authority, SVCW.

THE IDEAL CANDIDATE

- Perform basic duties in operations and maintenance as assigned.
- Clean and hose down buildings, structures, grounds, and equipment.
- Load and unload materials, supplies, and equipment.
- Maintain grounds; control and remove weeds.
- Perform facility upkeep.
- Operate power and hand tools.
- Operate yard equipment such as forklift, electric cart, scissor lift, dump truck, skid steer, and yard tractor.
- Safely set up, enter, and work in confined spaces.
- Pick up and make deliveries of materials and equipment, as directed.
- Record receipt and distribution of materials and supplies, as directed.
- Monitor tool inventory supplies.
- Perform work in drying beds using special-purpose equipment.
- Prepare empty polymer totes for hauling.
- Participate in emergency responses.
- Drive a vehicle on public roadways.
- Perform a variety of other duties as assigned.

Interpersonal Effectiveness

Effectively work in a collaborative organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with internal and external customers; demonstration of strong two-way communication skills, including the ability to listen, explain and facilitate; ability to ask for input; offer help without being asked; accept suggestions; work with others to solve problems; and provide recognition and encouragement; ability to address co-workers needs; identifying issues and concerns, exploring solutions and implementing improvements.

MINIMUM QUALIFICATIONS

- High School Diploma or equivalent certificate or diploma recognized by the State of California.
- Experience in manual labor and general housekeeping is preferred.

- Valid California Class C Driver's License and an acceptable driving record as defined by SVCW's Driving Eligibility Standards are required.
- Obtain certification in CPR and basic first aid.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS

While performing the duties of this job, the employee is regularly required to stand, walk, bend, stoop, kneel, and climb stairs and ladders. The employee frequently is required to use hands and fingers to handle or feel; reach with hands and arms; and talk and hear in English. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Must be physically capable of being medically certified to wear a respirator.

While performing the duties of this job, the employee regularly works in indoor and outdoor conditions. The employee works at heights, uses power tools, and works with and around machinery having moving parts. The employee is exposed to outside weather conditions, to gases, fumes and odors, and to untreated and partially treated wastewater. The employee operates light utility vehicles, including a variety of powered vehicles, forklifts and special purpose equipment. The noise level in the work environment may be moderate to loud. May be assigned to work evenings, nights, days and/or on weekends, including holidays. Safety is a priority while performing all SVCW work tasks.

SVCW PERKS

- CalPERS Retirement: CalPERS Classic members 2% @ 60 and PEPRAs members 2% @ 62 retirement.
- Medical Insurance: Fully paid health premiums for employees and dependents (up to the Kaiser rate); cash in lieu option available at \$400 per month.
- Dental and Vision: Fully paid by SVCW for employees and dependents.
- Medical Appointment Leave: 24 hours each Fiscal Year.
- Life Insurance: SVCW pays for basic life insurance up to \$100,000.
- Long-Term Disability Insurance: 2/3rds of salary up to the maximum monthly.
- Short Term Disability program offering up to 90 days of full salary continuation.
- Voluntary Benefits: deferred compensation plans (with Agency annual matching), health savings plans and flexible spending accounts (FSAs).
- Holidays: 9 holidays per year plus 5 floating holidays.
- Vacation: ranging from 10 to 25 days per year based on years of service.
- Work Schedule: This position typically works 40 hours per week, 4 or 5 days a week.
- Computer Purchase Loan Program.
- Wellness Program: Access to an array of wellness programs such as massage, fitness and meditation classes through ClassPass, Employee Assistance Program (EAP).

PRE-EMPLOYMENT PROCEDURES

The selection process may consist of an evaluation of the applicant's qualifications, appraisal board interview, written examination, practical exercise and/or internal Department interviews and reference check. Upon completion of the selection process, an offer of employment may be conditionally based upon the successful completion of an employment and education verification, criminal background check, and a pre-employment medical exam and drug screen.

You will be contacted regarding all phases of this recruitment via email, so please check your inbox for correspondence regarding next steps and results through the exam process. Please ensure that the email address on your application is correct and current before submitting your application.

HOW TO APPLY -

- Application, Supplemental Questions and Detailed Job Description can be found on the employment page at www.svcw.org
 - Complete an SVCW online employment application.
A resume and cover letter will not be accepted in lieu of the Authority's application form.

- Complete and upload Supplemental Questions.

Filing Deadline - Open until filled. *We encourage qualified applicants to apply now. Applications will close once we have received 30 submissions.*

Application Screening and Panel Interview - Possession of the minimum qualifications does not guarantee an invitation to the next step in the selection process. All candidate materials will be carefully evaluated and only those considered best qualified will be invited to the next step in the selection process.