

# **OAKDALE IRRIGATION DISTRICT JOB DESCRIPTION FOR CONSTRUCTION AND MAINTENANCE**

## **DEFINITION**

Under general supervision, to perform a variety of semi-skilled and skilled duties in the construction, repair, cleaning, and maintenance of irrigation canals, ditches, pipelines, pump lines, and structures; and to perform other duties as assigned.

May be assigned to perform the duties of a Ditchtender in the event of an emergency or absence involving a Ditchtender, and at such other times as the District deems necessary.

## **DISTINGUISHING CHARACTERISTICS**

Employees of this class should have attained the degree of experience allowing them to function independently in a variety of maintenance assignments with exceptional skill and efficiency. Construction and Maintenance may also be expected to assist in the supervision and training of less experienced personnel.

## **EXAMPLES OF ESSENTIAL DUTIES**

This work is extremely physical in nature and it is essential that the employee be physically and mentally able to work as outlined under the "Typical Physical and Mental Activities" section of this job description.

Make good judgment decisions involving safe and proper work procedures and the order in which assignments are completed.

Operate and maintain a variety of construction and concrete placement equipment, including gunite, pipe laying, and other concrete application equipment.

Dig with a shovel; lift, cut, carry, and tie reinforcing steel; lift, set, and install form work and necessary shoring and scaffolding; place and finish concrete over-pour structures, pipelines, canal linings and related irrigation and drainage works.

Perform general carpentry, plumbing, painting, concrete, gunite, and other similar major and minor repair, alteration and maintenance work on District works and facilities using various hand tools and mechanical equipment.

Application of pesticides to control weeds and rodents.

Layout, install, disassemble, and repair gates, valves, ladders, rails, structures, machinery, equipment, and other components commonly found in and around irrigation and domestic

water works.

Maintain work, time, and material used records.

Safely operate hoists, cranes, trucks, forklifts, and other mechanical equipment to lift, transport, and move raw materials, finished components, and other fixtures used to repair and improve irrigation and domestic water works and their appurtenances.

Drive pickups and other work trucks over various types of road conditions, sometimes while pulling a trailer or similar piece of equipment.

Operate a variety of light equipment and dump trucks/ten wheelers.

Perform various construction and maintenance tasks under field conditions, in adverse weather conditions, in confined spaces and at elevated work surfaces.

Keep supervisor apprised of changed working conditions, and of the need for materials, supplies, tools, and equipment purchases necessary for the safe and efficient operation of the Department.

Apprise supervisor when work is complete and new assignments are needed.

### **TYPICAL PHYSICAL AND MENTAL ACTIVITIES**

Operates, in a sitting position, District vehicles and power driven equipment to transport materials and to travel between job sites for periods of approximately 1 to 2 hours per day.

Intermittently kneels, squats, crawls, climbs, and carries for brief to moderate duration of 20 to 40 minutes.

Communicates orally with District staff in face-to-face, one-to-one settings.

Uses a cellular phone for communication on an as-needed basis.

Work involves exposure to environmental elements and various chemicals and materials used in the construction and repair of concrete structures and in the repair of metal alloy components.

Visual and physical hazards are those common to remote construction sites, including poison oak, bees, snakes, rodents, and solar and cement burns.

Regularly ascend and descend ladders, stairs, scaffolding, ramps, and the like using feet and arms. Frequently performs these activities while carrying tools, equipment, and materials used in the trade.

Fieldwork may require limited to extensive walking on narrow, slippery, sloping, and irregular work surfaces. This intermittent walking may range from 100 feet to 300 yards.

Intermittent standing, sitting, pushing/pulling, twisting, and lifting for periods of approximately 1 to 2 hours per day. Some repetitive pushing/pulling with the use of arms, hands, feet, and legs. Twisting of the wrists and elbows may be performed in conjunction with reaching, pushing, pulling, bending, lifting, and gripping and grasping. Twisting of the knees and ankles will occur throughout the work shift. Intermittent twisting of the upper torso may occur for periods of 3 to 4 hours total.

Uses both hands and fingers to grip and grasp and to manipulate tools and components. These functions are intermittently performed for brief to moderate periods ranging from 5 to 7 minutes for daily totals between 5 to 7 hours.

Frequently lifts, carries and walks with heavy materials (50 to 100 pounds), such as cement and sandbags and concrete pipe units for periods of 1 hour or more daily. Lifting may be performed in conjunction with pushing, pulling, bending, stooping, gripping, and grasping.

Lift to the height of 3 to 6 feet various materials, tools, component parts, and equipment weighing up to 50 pounds for up to 2 hours daily, for distances normally not exceeding 100 feet.

Frequently pulls, and pushes objects, such as movement of materials to and from working sites and the installation and removal of different types of pipe forms. Such work involves frequent grasping with hands and strenuous use of back, stomach, and arm muscles.

Intermittent laying on back/stomach on various work surface types for moderate to extended periods (3 to 6 hours total).

Intermittent to continuous reaching and bending of the elbows, knees/ankles for brief to moderate duration, however, typically for periods of 5 to 7 hours or more. Reaching and bending functions are generally performed in conjunction with the other motor movements.

Stooping or bending may be performed while the employee is in a variety of positions, including standing, sitting, kneeling, and squatting. Intermittent stooping ranges from 7 to 10 minutes for a daily total of approximately 3 to 4 hours.

Employee will perform intermittent neck motion/flexion ranging up to 10 minutes at each occurrence for about 4 to 5 hours per day.

Continuous use of normal to corrected normal hearing and vision with good depth perception.

Frequently uses knowledge and experience to make proper judgment decisions involving work processes and procedures.

## **QUALIFICATIONS**

## **Knowledge of**

Basic methods, tools, techniques, and materials used in the construction, maintenance, repair, and cleaning of irrigation facilities.

Uses and purposes of general construction and maintenance tools and equipment.

Safe and efficient operation of a variety of construction equipment.

Safe and efficient processes and procedures used in the operation of hand tools used for digging, painting, cleaning, grinding, drilling, and breaking concrete, and other concrete placement and finishing tools and equipment.

Appropriate precautionary measures to mitigate occupational hazards of the trade and as occasioned in the performance of work in the field on irrigation and domestic water system works and their appurtenances.

Hazards and safety precautions to use when working with various chemicals and materials commonly used in the maintenance and construction of irrigation and drainage works.

Vehicular and safety codes and procedures affecting the operation of hoists, cranes, fork lifts, trucks, and other equipment used in the transport, fabrication, and movement of materials, parts, tools, and equipment.

Safe work practices and procedures.

## **Ability to**

Safely and efficiently perform a wide variety of semi-skilled and skilled tasks such as concrete work, painting, and high water pressure cleaning used in the construction, maintenance, and repair and cleaning of irrigation facilities.

Perform heavy manual labor.

Establish and maintain cooperative relationships with those contacted in the course of work.

Safely and efficiently use a variety of hand tools and equipment in the repair and fabrication of concrete and metal structures such as hand saws, hammers, chisels, skill saws, electrical and air drills and jack hammers.

Maintain work, time, and material records.

Count, add, subtract, multiply, and divide numbers.

Requisition needed supplies and materials.

Understand and follow oral and written instructions in English.

Perform work in confined spaces, in the vicinity of loud noises, in inclement weather, and on elevated platforms.

Use good judgment in the performance of typical and special work assignments, paying particular attention to details.

Safely and efficiently work without direct supervision on a multitude of assignments at various field locations.

Learn and employ District procedures to safely and efficiently accomplish assigned tasks.

Work overtime or on various shifts as assigned.

Operate a variety of contractor type equipment.

Work alone or in a crew of many.

## **EXPERIENCE AND EDUCATION**

### **Experience**

Two years of general construction and maintenance experience in the construction, maintenance, repair, and cleaning of irrigation facilities preferred.

### **Education**

Completion of formal or informal education sufficient to assure the ability to read and write English, and perform mathematical computations at the level required for successful job performance.

## **NECESSARY SPECIAL REQUIREMENTS**

Must provide two acceptable forms of identification as proof of citizenship.

Possession of an appropriate California Driver's License, and a good motor vehicle driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least two (2) years duration. The driving record will not contribute to an increase in the District's automobile insurance rates.

Respond to emergencies, work overtime as needed and work schedules as assigned.

Pass a chemical and physical examination upon the offer of employment but prior to the time of hire.

Obtain a Class "A" drivers' license within six months of hiring, transferring or otherwise occupying C & M classification.

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The essential duties and other contents of this job description, and the responsibilities, duties, and requirements for acceptable performance have been explained to me and I understand them. Further, I understand that it is impossible to identify all of the duties and expectations for the position and realize that my daily assignments may vary greatly according to District needs.

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Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date