



**MAINTENANCE SENIOR TECHNICIAN  
PHYSICAL & ENVIRONMENTAL FACTORS**

Job Classification Title:	<b>Maintenance Senior Technician</b>	
JAG:	Maintenance & Operations	JAG Level: 3
FLSA Status:	Non-Exempt	Pay Grade: 7
This job classification description is intended to be generic in nature and not an exhaustive list of all duties and responsibilities. The specific tasks/duties may vary based on position assignment and as determined by the Town.		

**JOB CLASSIFICATION SUMMARY**

Performs skilled maintenance and repair of Town streets, rights-of-ways, alleys, medians, storm drain systems, retention basins, and other related concrete features in compliance with applicable regulations and specifications, as well as responding to hazards.

**DISTINGUISHING CHARACTERISTICS**

This is a fully qualified level maintenance and operations classification in the maintenance and operations job family where tasks and assignments are performed using a variety of procedures and techniques. This is the experienced/journey level that is fully competent in the technical/functional aspects of assigned role. Work usually involves the application of sound technical principles and best practices associated with planning, diagnosis, troubleshooting, and problem solving. Incumbents perform varied assignments requiring journey level knowledge in assigned area of responsibility.

**ESSENTIAL DUTIES**

The following are intended to describe core work functions of this classification. While the level and broad nature of essential duties may not change, specific work tasks will vary over time depending on the Town’s needs.

- Operates a variety of heavy equipment to haul, transport, load and/or unload materials and equipment for assigned projects, including asphalt repair and replacement and scheduled maintenance and repair of streets, rights-of-ways, alleys, medians, concrete features, stormwater drainage systems, and retention basins.
- Removes weeds and vegetation, which may include herbicide and pesticide application.
- Assesses and identifies repairs to streets, curbs, gutters, sidewalks, and alleys; recommends repairs.
- Maintains, repairs, and cleans stormwater drainage components.
- Responds to roadway situations involving accidents, debris, or spills; places barricades to identify safety hazards.
- Adheres to established safety policies, procedures, laws, and rules in the use of heavy equipment, street repairs, and herbicide and pesticide application.
- Prepares reports, performance logs and technical documentation.
- Performs general cleaning, inspection, and maintenance of vehicles, equipment, and tools to ensure efficiency and safety.
- Performs related work as assigned.



## MAINTENANCE SENIOR TECHNICIAN PHYSICAL & ENVIRONMENTAL FACTORS

### POSITION SPECIFIC DUTIES

If assigned to Streets:

- Performs scheduled maintenance, repair and service work of streets, rights-of-ways, alleys, medians, concrete features, stormwater drainage systems, and retention basins.
- Repairs and replaces concrete sidewalks, driveways, curbs and gutters.
- Removes debris and other safety hazards from streets, curbs, storm drains, alleys and adjacent public areas.

If assigned to Fleet:

- Performs routine fleet, diesel and equipment maintenance and repairs.

If assigned to Sanitation:

- Performs pre- and post-trip inspections, ensuring vehicle is ready for use, which includes: checking fluids and tire pressure.
- Operates garbage truck in a safe and efficient manner; dumps collected garbage at appropriate facility location.
- Performs routine vehicle maintenance; escalates any major issues to appropriate internal staff.
- Assembles and maintains garbage cans.

### KNOWLEDGE

- Methods, materials, procedures, and standard practices of maintenance in assigned area of responsibility
- Methods, materials, procedures and standard practices of concrete and asphalt repair, removal and replacement
- Equipment and tool operation and maintenance practices
- Traffic laws and rules involved in vehicle and equipment operation
- Customer service principles
- Occupational hazards and safe work practices
- Applicable equipment, safety practices and tools
- Occupational hazards and safe work practices

### SKILLS

- Performing skilled maintenance activities in assigned area of responsibility
- Operating maintenance hand and power tools, light and medium equipment, and cleaning equipment
- Estimating time and material requirements for assigned projects and activities
- Communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and other interested parties sufficient to exchange or convey information and to receive work direction



**Town of Wickenburg, AZ**

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**MINIMUM QUALIFICATIONS** (at job entry)

Education and Experience:

High School Diploma or GED and 3 years of related experience; or an equivalent combination of directly related education and experience.

Depending on assignment, may require the following Certifications/Licenses:

- Valid Arizona Class D Driver's License
- Valid Arizona Class B Commercial Driver's License with Tanker Endorsement

Required to Obtain within a Specified Period of Time:

- CPR and First Aid Certifications
- OSHA 10 Certification

**CLASS HISTORY INFORMATION**

Created: 9/2022

Amendments:



## MAINTENANCE SENIOR TECHNICIAN PHYSICAL & ENVIRONMENTAL FACTORS

### OVERALL PHYSICAL STRENGTH DEMANDS:

<b>Physical Strength for this position is indicated below with an "X"</b>	
	Sedentary: Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.
	Light: Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.
X	Medium: Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.
	Heavy: Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.
	Very Heavy: Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

### PHYSICAL DEMANDS:

C Continuously 2/3 or more time	F Frequently 1/3 to 2/3 of time	O Occasionally Up to 1/3 time	R Rarely < 1 hour per week	N Never Never occurs
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Note: This is intended as a description of the way the job is currently performed. It does not address the potential for accommodation.

Physical Demand	Brief Description	C	F	O	R	N
Standing	Communicating with co-workers, observing work site, observing work duties		X			
Sitting	Desk work			X		
Walking	To other departments/offices/office equipment			X		
Lifting	Supplies, files			X		
Carrying	Supplies, files			X		
Pushing/Pulling	File draws, tables and chairs			X		
Reaching	For supplies, for files			X		
Handling	Paperwork			X		
Fine Dexterity	Computer keyboard, telephone pad, calculator, calibrating equipment			X		
Kneeling	Filing in lower drawers, retrieving items from lower shelves/ground		X			
Crouching	Filing in lower drawers, retrieving items from lower shelves/ground		X			
Crawling	Under equipment					X
Bending	Filing in lower drawers, retrieving items from lower shelves/ground		X			
Twisting	From computer to telephone, getting inside vehicles		X			
Climbing	Stairs, step stool				X	
Balancing	On step stool				X	
Vision	Reading, computer screen, driving	X				
Hearing	Communicating with co-workers and public and on telephone, listening to equipment	X				
Talking	Communicating with co-workers and public and on telephone	X				
Foot Controls	Driving				X	
Other (Specify)						



**MAINTENANCE SENIOR TECHNICIAN  
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**MACHINES, TOOLS, EQUIPMENT, SOFTWARE AND HARDWARE:**

Variety of hand and power tools

**ENVIRONMENTAL FACTORS:**

<b>D</b> Daily	<b>W</b> Several Times Per Week	<b>M</b> Several Times Per Month	<b>S</b> Seasonally	<b>N</b> Never
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<b>Health &amp; Safety Factors</b>	<b>D</b>	<b>W</b>	<b>M</b>	<b>S</b>	<b>N</b>	<b>Health &amp; Safety Factors</b>	<b>D</b>	<b>W</b>	<b>M</b>	<b>S</b>	<b>N</b>
Mechanical Hazards	X					Respiratory Hazards	X				
Chemical Hazards	X					Extreme Temperatures	X				
Electrical Hazards	X					Noise and Vibration	X				
Fire Hazards	X					Wetness/Humidity	X				
Explosives	X					Physical Hazards	X				
Communicable Diseases				X							
Physical Danger or Abuse	X										
Other (Specify Below)											

**PROTECTIVE EQUIPMENT REQUIRED:**

None

**NON-PHYSICAL DEMANDS:**

<b>C</b> Continuously 2/3 or more time	<b>F</b> Frequently 1/3 to 2/3 of time	<b>O</b> Occasionally Up to 1/3 time	<b>R</b> Rarely < 1 hour per week	<b>N</b> Never Never occurs
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<b>Description of Non-Physical Demands</b>	<b>C</b>	<b>F</b>	<b>O</b>	<b>R</b>	<b>N</b>
Time Pressure				X	
Emergency Situation				X	
Frequent Change of Tasks			X		
Irregular Work Schedule/Overtime				X	
Performing Multiple Tasks Simultaneously			X		
Working Closely with Others as Part of a Team			X		
Tedious or Exacting Work			X		
Noisy/Distracting Environment				X	
Other (Specify Below)					

**PRIMARY WORK LOCATION**



**Town of Wickenburg, AZ**

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	Office Environment
	Warehouse
	Shop
	Recreation/Neighborhood Center
X	Vehicle
X	Outdoors
	Other (Specify Below)



# MAINTENANCE SENIOR TECHNICIAN ACKNOWLEDGEMENT

SIGNATURE - REVIEW AND COMMENTS:

I have reviewed this description and find it to be an accurate representation of the demands of the position.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Job Title of Supervisor

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Job Title of Department Head

\_\_\_\_\_  
Signature of Department Head

\_\_\_\_\_  
Date

Comments:

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The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This description is subject to modification as the needs and requirements of the position change.