



City of Milpitas

Lateral Transfer Opportunity

for the position of:

Senior Public Works Lead

(Facilities, Fleet, Water, Storm/Sewer)

Make sure to specify, on your application, which **section (s)** you are interested in.

Annual Salary Range: \$83,944- \$102,034

Post Date: August 8, 2016

Close Date: September 6, 2016

Closed/Promotional ONLY

Why Milpitas?

Located at the southern tip of the San Francisco Bay, the City of Milpitas is a dynamic community that is an integral part of the high tech Silicon Valley. With a much diversified resident population of 72,606, Milpitas features quality schools, conveniently located neighborhood parks and shopping centers. The role of every employee is to be committed to accomplishing the community's vision by providing fiscally sound, superior services.

You will be joining a community of 328 professional employees as diverse as the city they support. We are privileged to have such a unique workforce and to foster an environment that encourages those differences. We believe in supporting our employees' abilities and desires for professional growth, to better support retention and commitment throughout all career stages. Milpitas employees are proud and know that their contributions make a difference to the community as well as to their own career. We encourage you to check us out:

<http://www.ci.milpitas.ca.gov/>

The Opportunity

The City of Milpitas is seeking a Senior Public Works Lead to oversee and actively participate in the field, work with and lead field crews and individuals within assigned section or area of responsibility, including streets, facilities, utilities, fleet, parks, and/or street landscape. Perform a variety of semiskilled and skilled tasks in the construction, maintenance and repair of public facilities including the areas of streets, facilities, utilities, fleet, parks, and/or street landscape; and to perform the most complex and responsible tasks within the work unit including the training of less experienced staff.

What You Will Do

Duties may include, but are not limited to, the following:

- Lead multiple crews, assign and participate in operations and maintenance within Public Works sections, including, but not limited to, streets, facilities, utilities, fleet, parks, and/or street landscape.
- Lead section to ensure balanced work distribution, cross-training, and maximum work efficiencies.



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- Ensure that all state and federal mandates are followed and implemented in day to day activities within respective section(s); ensure that safety measures and practices are utilized at all times.
 - Provide guidance and mentorship to section members in all aspects of job performance; work with employees to correct deficient areas, which may include providing and coordinating training.
 - Oversee and participate in the performance of section duties; perform heavy manual labor, operate construction and maintenance equipment such as trucks, tractors, sweepers, bucket truck/cherry picker, and skip loaders for a variety of construction and maintenance operations involving the maintenance of either streets, fleet, facilities, utilities, parks, and/or street landscape.
 - Respond to public inquiries regarding operations, maintenance, and customer service requests and concerns.
 - Assist in performance evaluation of section members.
 - Inspect, evaluate and report work processes; ensure quality control and assurance of work performed by section(s).
 - Develop schedule and methods to complete assignments, check work of assigned section members, and ensure work is completed in a timely and efficient manner.
 - Resolve on-the-job problems as they occur; troubleshoot complex operations and maintenance issues and develop solutions or make recommendations.
 - Operate and oversee the use of equipment used in operations and maintenance.
 - Keep routine work records and prepare reports of completed work.
 - Keep abreast of latest materials, methods, and technology that apply to section needs.
 - Study assigned section functions; recommend and implement improvements.
 - Maintain timesheets and other computerized and/or written records as appropriate.
 - Perform emergency maintenance work as required, which may include standby assignments.
 - Perform related duties as assigned.

When assigned to Utilities Section:

- Lead section(s) related to the operations and maintenance of water distribution system, sewer and/or storm collections systems.

When assigned to Facilities or Fleet Section

- Lead section(s) related to the operations and maintenance of city facilities or fleet services.



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When assigned to Streets, Parks, and/or Landscaping Section:

- Lead section(s) related to the operations and maintenance of traffic signals and street lighting, roadway maintenance and repair, trees and streets landscaping maintenance program, and parks maintenance, excavate and inspect roadway maintenance and repair work.

Experience and Education

Completion of High School or GED, supplemented by professional development activities. Training classes or specialized programs related to Public Works preferred AND Five years of increasingly responsible experience in the operations and maintenance of public works facilities including the areas of streets, facilities, utilities, fleet, parks and/or street landscape, with at least two years at a level similar to that to that of an Equipment Maintenance Worker II/III; Assistant/Water Systems Operator; Fleet Maintenance Worker II/III; or Maintenance Worker III within the City of Milpitas. Experience leading a crew is preferred.

License and Other Requirements

Possession of or ability to obtain and maintain an appropriate, valid California Commercial Driver's License with Class B and tanker endorsement within 11 months of hire.

When assigned to the Utilities Division:

Water Utility Section: possession of, and ability to maintain, a State of California Water Distribution Operator Certificate Grade V; or other certification appropriate to the requirements the state imposes on the City of Milpitas.

Collection Systems (either Sewer and/or Storm) Section: possession of, and ability to maintain, a California Water Environment Association (CWEA) Collections Systems Maintenance Grade II or CWEA Mechanical Technologist Grade II. Higher grade certifications are preferred.

When assigned to the Fleet Section:

Possession of, and ability to maintain, a valid Automotive Service Excellence Certified Master Automobile Technician or Master Truck Mechanic status.

When assigned to the Facilities Section:

Possession of, and ability to maintain, a Stationary Refrigeration and Air Conditioning certification from the Environmental Protection Agency or equivalent certification. A valid California State Certified Journeyman Electrician certification is preferred.

When assigned to the Streets, Parks, and/or Landscape Section:

Possession of, and ability to maintain, a valid International Municipal Signal Association Signal Control Technician Level I. Higher grade certifications are preferred.



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Note: Incumbents hired prior to July 1, 2018, will have two years from date of hire to meet the license/certification requirements set above. Incumbents hired after July 1, 2018 must meet above license/certification requirements at time of application.

Special Requirements

Physical exam, and drug and alcohol screening will be required prior to hire. May be subject to random drug and alcohol testing as mandated by federal or state regulations.

Visual Requirements: Ability to discern colors

Auditory Requirements: 100-decibel hearing

Work is mainly performed outdoors; ability to stand, walk, sit, climb, balance, squat, kneel, crawl, bend, and stoop at any given time; ability to lift, carry, push, and pull up to 75 pounds of weight throughout the day and occasionally up to 90 pounds; exposure to outdoor elements in all weather conditions throughout the year; confined spaces, hazardous waste, sewage, chemicals, herbicides and pesticides; walk on uneven surfaces; ability to travel to various locations within and outside the City of Milpitas.

Selection Process

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

To Apply

Submit application, supplemental questions (if applicable), resume, copies of required certificates (if applicable) to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090. A complete job description is available on the City of Milpitas website: www.ci.milpitas.ca.gov (under Classification/Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.

Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.



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The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.