



FACILITIES AND GROUNDS WORKER I/II

STATUS: Non-Exempt

SALARY: (I) \$37,000 - \$57,000/year (\$17.79 - \$27.40/hour)

(II) \$41,000 - \$61,000/year (\$19.71 - \$29.33/hour)

SUMMARY

Under direction of Manager of Facilities and responsible to the Facilities Superintendent, Facilities and Grounds Worker I/II will individually or as a member of a crew, perform a wide variety of skilled/unskilled landscaping and grounds maintenance functions and semi-skilled preventive maintenance and repair work at stations and facilities while ensuring stations are maintained at the highest level possible in regard to safety and cleanliness.

- Facilities and Grounds Worker I is entry level within the Facilities and Grounds series. Initially under supervision and/or direction, incumbents perform routine grounds and building maintenance, landscaping, clean-up, unskilled manual work and semi-skilled work in varying craft areas.
- Facilities and Grounds Worker II is the second level within the Facilities and Grounds Worker series. Incumbents are skilled in operating equipment, perform skilled landscaping maintenance and repairs, perform tasks from varying crafts with efficiency. This class will contribute to the training and skill progression of Facilities and Grounds Worker I.

REPRESENTATIVE DUTIES

This list is intended to indicate the general nature and level of work performed by employees within this classification and is not designed to be interpreted as an exhaustive listing of all tasks required of employees assigned to this job.

REPRESENTATIVE DUTIES IN ALL ASSIGNMENTS:

1. Perform routine inspections of rail stations, platforms, parking lots and associated equipment.
2. Perform maintenance on stations and equipment including but not limited to ticket booths, lighting, shelters, platforms, validators, and parking lots.
3. Utilize agency provided equipment to clean stations, platforms, parking lots and associated equipment.



4. Repair or coordinate repairs of station equipment including but not limited to kiosks, reader boards, intercom equipment, security camera equipment and communication equipment.
5. Perform general and skilled landscaping including but not limited to trimming trees and bushes, mowing and maintaining lawns, spraying and pulling weeds, laying bark, etc.
6. Repair and/or replace landscape equipment, sprinklers, pipes, valves, timers and lighting.
7. Prepare and install agency signage.
8. Perform basic electrical troubleshooting and repairs in conjunction with maintaining agency facilities and equipment.
9. Install and repair trash receptacles, bike lockers, gates, fixtures, etc.
10. Respond to requests according to department needs.
11. Track and complete work using computer maintenance management system.
12. Perform general and skilled janitorial functions.
13. Perform general and skilled construction trade functions.
14. Coordinate general maintenance and cleaning of Agency vehicles.
15. Perform other duties as assigned or required.

QUALIFICATION GUIDE

Knowledge of:

- Small gas and electrical power tools.
- Landscaping tools.
- Basic literacy with computers, windows applications and general office equipment.
- Basic first aid and safety practices.

Ability to:

- Learn and effectively perform routine facilities and grounds maintenance and repair assignments.
- Perform manual labor on a continuous basis.
- Identify, communicate and make recommendations regarding station needs.
- Identify safety hazards and address them accordingly.
- Maintain records for necessary repairs.



- Work independently for long periods of time and as a positive team member.
- Use tact and diplomacy in interactions with the public including individuals who may display volatile behavior.
- Communicate clearly and effectively both orally and in writing.
- Use Agency cleaning supplies and equipment in an accurate and safe manner.
- Drive and operate Agency vehicles safely.

EDUCATION AND EXPERIENCE

Any combination of education, training and experience providing the knowledge and skills which demonstrate the ability to perform the duties of the position. Preferred combinations include:

Facilities and Grounds Worker I

- Graduation from trade school (plumbing, electrical or general trade)

OR,

- Graduation from high school or GED equivalent and one (1) year of experience in landscaping or maintenance of grounds and structures.

Facilities and Grounds Worker II

- Graduation from trade school (plumbing, electrical or general trade) with proficiency in all tasks related to Facilities and Grounds Worker I with two (2) years' experience at a level that is equivalent to Facilities and Grounds Worker I with SJRRC.

OR,

- Graduation from high school or GED with proficiency in all tasks related to Facilities and Grounds Worker I with four (4) years' experience in that classification.



WORKING CONDITIONS/PHYSICAL REQUIREMENTS

(The physical demands described are representative of those that must be met by the employee to successfully perform the essential functions of this job.)

Positions in this class typically require:

- Work may be performed in a stressful, fast-paced office, shop and field environment, depending upon assignment.
- Ability to understand verbal communication and to respond effectively.
- Frequent reaching, grasping, feeling, talking, hearing, seeing, repetitive motions, climbing stairs, climbing ladders, bending, squatting, driving, and occasional crawling.
- Frequent lifting and turning heavy objects of 5-30 pounds, 30-70 pounds, and occasionally 70-100 pounds.
- Standing and/or sitting for long periods of time.
- May be exposed to distracting/uncomfortable noise levels, dust, fumes, odors, gases, grease, moving vehicles, computer screens and/or various inclement outdoor weather conditions for long periods of time.
- Working in confined spaces.
- Working at height up to 45 feet.

OTHER REQUIREMENTS

- Must possess and maintain a valid State of California Class C Driver's License.
- Frequent driving within the ACE and San Joaquin Corridors.
- May occasionally be scheduled to work weekends and/or evenings.



San Joaquin Regional Rail Commission (SJRRRC) has a strong commitment to the community we serve and our employees. As an equal opportunity employer, we strive to have a workforce that reflects the community we serve. No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other protected class.

SJRRRC is committed to providing reasonable accommodations to applicants and employees who need them because of a disability or to practice or observe their religion, absent undue hardship.