



## LAKE SHASTINA PROPERTY OWNERS' ASSOCIATION

### **Invites Applicants to apply for the Position of Maintenance Worker I**

#### **Salary**

To be determined based on Experience

**ISSUE DATE: 11/08/2022**

**General Job Description:** Under the direction of the LSPOA General Manager and the Maintenance Leadman:

1. Performs tasks associated with the installation, maintenance, and repair of the LSPOA common areas to include Roads, Community Center, Hoy Park and any other LSPOA areas of responsibilities.
2. Assures that vehicles, equipment, and facilities are maintained in proper working order.
3. Report to General Manager on any complaints and/or problems received in the field.
4. Performs a wide variety of unskilled, semi-skilled, manual, and automated tasks including, but not limited to, the operation and maintenance of mechanical and hydraulically operated construction equipment.
5. Effectively works as a member of a problem-solving team to resolve, within set time schedules, a variety of operation and maintenance tasks, as prioritized by the General Manager.
6. Performs other duties as assigned.

#### **Schedule**

Schedule will be based on a 40-hour work week.

#### **Prerequisite Qualifications:**

He/she must possess the equivalent to graduation from high school, knowledge of capability and operation of construction tools and mechanical and hydraulically operated construction equipment. He/she must possess a valid California driver license and satisfactory driving record.

**For a more detailed job description and Application:** Go to [www.lakeshastina.com](http://www.lakeshastina.com)  
This position will be open until filled.

**Submit application and resume to:** LSPOA at 16320 Everhart Drive, Weed, CA 96094

Job Description  
Maintenance Worker I

**General Job Description:**

1. Under the direction of the LSPOA General Manager and the Maintenance Leadman:

Employee:

1. Performs tasks associated with the installation, maintenance and repair of the LSPOA common areas to include Roads, Community Center, Hoy Park and any other LSPOA areas of responsibilities.
  2. Assures that vehicles, equipment and facilities are maintained in proper working order.
  3. Report to General Manager on any complaints and/or problems received in the field.
  4. Performs a wide variety of unskilled, semi-skilled, manual, and automated tasks including, but not limited to, the operation and maintenance of mechanical and hydraulically operated construction equipment.
  5. Effectively works as a member of a problem-solving team to resolve, within set time schedules, a variety of operation and maintenance tasks, as prioritized by the General Manager.
  6. Performs other duties as assigned.
2. **Prerequisite Qualifications.**
    1. He/she must possess the equivalent to graduation from high school, knowledge of capability and operation of construction tools and mechanical and hydraulically operated construction equipment. He/she must possess a valid California driver license and satisfactory driving record.
  3. **Additional Desirable Qualifications.**
    1. Experience in the operation of small and large equipment.
    2. Possession a valid Class A California driver license and satisfactory driving record.
  4. **Salary Range:** Salary Range Scale based on experience level.
  5. **Essential Job Physical Demands:**
    1. Close and distance vision; color perception; hearing; clear speech; use of hands to finger, handle, or feel objects, tools or controls; walking over uneven ground; climbing; kneeling; stooping; bending; sitting; squatting; upper and lower body flexibility; standing; lifting, pushing, pulling and carrying regularly up to 25 lbs., operating heavy equipment, manual digging, and driving vehicle.
  6. **Marginal Job Physical Demands:**

1. Lifting, pushing, pulling and carrying (frequently up to 50 lbs., and infrequently up to 100 lbs.).

7. **Environmental Demands:**

1. Outside:
  - Works outside frequently in a variety of weather conditions ranging from snow to +100 °F.
2. Inside:
  - Occasionally works indoors in temperature-controlled environment.
3. Fumes/Gases:
  - Exposure to fumes from internal combustion engines and other construction equipment, dust from construction operations, fumes from chlorine, bacteria, chemicals used in the treatment process, fumes from road maintenance materials, and fumes from weed control chemicals.
4. Noise/Vibration:
  - Moderate exposure to noise and vibration from construction tools and equipment.

8. **Mental Requirements:**

1. Reading:
  - Ability to read manuals, maps, written memos and directives, plans, specifications and details, work orders, material data sheets, safety manuals, and other documents pertinent to the construction, repair and replacement of LSPOA common interest items.
2. Writing:
  - Annotates work orders with materials used, equipment used, as-built facility information, hours worked, and description of work done.
3. Math:
  - Ability to perform basic math calculations. Ability to count and measure.
4. Attention to Detail:
  - Medium level concentration and attention to detail to produce acceptable level of workmanship.
5. Repetition:
  - Periodic repetitive and routine daily work practices.
6. Judgment:
  - Frequently works unsupervised; good judgment required.
7. Social Skills:
  - Ability to relate cooperatively with members of the public, and LSPOA personnel.
8. Communication Skills:
  - Ability to understand communications from others. Ability to communicate all signals related to construction operations.