



SAN JOAQUIN
REGIONAL
RAIL COMMISSION



SAN JOAQUIN REGIONAL RAIL COMMISSION POSITION ANNOUNCEMENT (Full-Time)

POSITION: FACILITIES MAINTENANCE TECHNICIAN

SALARY: \$ 50,000 - \$70,000

FUNCTION: Under the general direction of the Facility Manager, the Facilities Maintenance Technician will perform maintenance and repair of SJRRC facilities, vehicles and equipment. This position includes front line supervisory responsibilities to maintain and troubleshoot irrigation, landscaping, lighting, station communication cabinets and all systems related to daily facilities operation. This position will also assist on an as needed basis for general maintenance at the Rail Maintenance Facility and functions as a liaison for contractual work performed at stations and on vehicles and equipment. The position also assists with and performs administrative duties including but not limited to budget planning, procurement activities, work order review and maintaining computerized maintenance management system.

STATUS: Non - Exempt

TYPICAL DUTIES:

Duties listed below are typical, but not exhaustive. Duties vary widely to respond to San Joaquin Regional Rail Commission (SJRRC) goals and objectives.

- Ensures that staff are trained in general maintenance activities and are following standard operating procedures and safety standards.
- Assist and perform preventative maintenance and repairs on agency facilities, equipment and vehicles.
- Monitors and participates in operations in assigned sections, including inspecting projects, recommending specifications and scheduling for contracts, and inspecting contractors work
- Provides input into the development of the operating budget for the assigned area of responsibility
- Ensures parts and supplies are stocked and ordered as needed
- Performs inspections on current work orders to ensure completeness and recommends plans for improvement of quality and efficiency.
- Responds to facilities emergencies
- Performs a variety of routine physical labor tasks, depending upon area of assignment, including posting general notices, pulling weeds, picking up litter,

raking leaves and debris, cleaning station platforms, painting curbs, replacing light bulbs and ballasts, emptying trash bins and performing custodial work

- Assign tasks to Maintenance Assistants determined by level of priority
- Works with Facilities Manager on lower series employee's annual reviews and disciplinary actions and plans as needed.
- Perform other duties as assigned or required

MINIMUM QUALIFICATIONS:

Education and Experience:

- Graduation from high school or the equivalent; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

License or Certificate:

- Must possess and maintain valid California class C driver's license

Knowledge of:

- Electrical testing, practices, safety and theory
- IT equipment familiarity
- Basic preventive maintenance techniques
- Problem solving
- Safe working practices and procedures
- Safe driving rules and practice

Ability to:

- Understand and follow written and oral instructions.
- Understand, follow and enforce OSHA safety regulations
- Work independently or in a team situation
- Communication and interpersonal relationships to interact effectively with coworkers, supervisors, contractors and the general public.
- Must possess strength, stamina and mobility to perform heavy physical work out of doors in all weather conditions with exposure to potentially hazardous conditions
- Use basic hand and power tools and equipment
- Drive a motor vehicle and/or maintenance truck
- Lift and move materials and equipment weighing up to 90 pounds and heavier with the use of proper equipment
- Must be available for regularly scheduled off-work hours and emergencies as needed
- Must be flexible with irregular working schedule

Other Requirements:

Familiarity with general office equipment
On call for facility

Physical and Mental Requirements:

- ENVIRONMENT – Office, shop and field environment; work in confined spaces; work around heavy equipment; exposure to noise, dust, fumes, gases, grease, moving vehicles, computer screens and inclement weather conditions.

- MOBILITY – Frequent operation of keyboards, sitting for extended periods of time, standing for long periods, walking, pushing/pulling, bending, squatting, driving, climbing stairs, ladders or other objects; occasional crawling;
- LIFTING – Frequently 5 – 30 pounds or less; occasionally 30 – 90 pounds; occasionally restraining, lifting/turning heavy objects;
- VISION – Frequent reading and close-up work; normal hand eye coordination;
- DEXTERITY – normal dexterity with frequent writing and repetitive motion;
- HEARING/TALKING – Frequent hearing and talking on the telephone and in person; EMOTIONAL/PSYCHOLOGICAL – Frequent public contact and decision making;
- WORKING AT HEIGHT – Elevation up to 70 feet;
- SPECIAL CONDITIONS – May be required to work weekend or evenings.

Benefits Package

GENERAL BENEFITS

- Choice of PPO or HMO plans. 100% employee coverage, 70% dependent coverage
- Vision, dental, and life insurance programs
- Agency contribution equivalent of 15% of employee's base salary to a defined contribution plan (401(a)); five-year vesting program
- Sick leave accrued at 12 days per year
- Vacation leave accrued starting at 10 days per year
- 10 observed holidays
- Floating holidays accrued at four days per year
- Optional deferred compensation program (457)

Selection Process

Applicants that best match the requirements of the position will be invited to take an assessment test and an initial interview. Applicants successful in the initial interview may be asked to return for additional interviews as warranted.

To Apply

Interested applicants must submit both a resume and an SJRRC application for employment by email to acejobs@acerail.com, fax to (209) 944-6245, or mail to:

San Joaquin Regional Rail Commission
Attn: Human Resources
949 East Channel Street
Stockton, CA 95202

Applications can be downloaded from the ACE website www.acerail.com or picked up at the above address. SJRRC is an Equal Employment Opportunity Employer.

For more information about SJRRC and ACE, visit www.acerail.com.

For more information about SJJPA, visit www.sjjpa.com.