



**Position: Full Time Maintenance Operator**

**Reports to: Field Services Manager**

**Function:**

This Level 3 position is responsible for ensuring that downtown employees, visitors, and residents have an enjoyable experience. Team members will keep the downtown district clean by abating litter, graffiti and odors. He/She will proactively accomplish duties, and relay suggestions to improve the service to the Team Lead. Team members will operate assigned equipment safely and effectively while focusing on maintaining high safety standards and productivity levels. He/She will be held responsible for the quality of their work.

**Requirements:**

Must have 5 years of driving experience, clean driving record and must be able to be insurable. Must have at least one year of experience operating a vehicle with a utility trailer in tow. Must be able to pass Department of Transportation Drug Screen. Must be able to pass internal written and practical driving test requirements within 30 days of hire. Must be able to provide clear and concise written and verbal communications. Must be able to work in inclement weather for the entire shift exposed to all weather elements (Hot, Cold, Rain, Sunshine). Incumbent will be expected to navigate varied terrain including curbs, sidewalks, grass, uneven dirt and boardwalks etc. Incumbent must be able to speak clearly. Incumbent must be able to lift at least 80 lbs. **Ability to work weekends and nights.**

**Benefits:**

The following benefits are available to all full-time employees: 401K with 5% match, Vision, Medical, Dental, Life Insurance, paid Holidays, Identity Theft Protection, and access to building Gym Facilities

**Salary: \$20 to \$24.71 an hour depending on experience**

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**Responsibilities:**

Incumbent will operate cleaning equipment covering the entire 66 square block area of the Business Improvement District maintaining a pleasant approachable demeanor as well as ensuring his/her area is clean. He/She will perform a maintenance check before and after using maintenance equipment.

Team Member will maintain a clean and neat uniform including jacket, pants, shirt, hat, gloves, boots/shoes, and belt. He/She must establish the proper dress for current weather conditions.

Incumbent will attend all mandatory in-service training and required meetings. Incumbent will work as a team member to his/her fellow Maintenance Services Team Members as well as the Field Services. While clearing your assigned zone the incumbent will meet with Team Members to exchange work related information or to assist in completing a task. Incumbents may contact officers, and other civil servants to pass on work related information and to assist them in their duties. Incumbent will actively greet citizens while performing his/her patrol.

**Knowledge/Skills required by the Job**

*Applicants*

- Good verbal communication skills
- Maintenance experience
- Knowledgeable in motor maintenance/repair
- Clean driving record
- Able to operate various pieces of machinery
- Good knowledge of cleaning products and equipment
- Strong work ethic
  
- Proactively completes tasks and problem solves

*Upon completion of 3-week on-the-job training and pass Internal testing of the following*

- Knowledge of downtown retailers and services
- Working knowledge of radio “9 codes”, phonetic alphabet, and radio procedures
- Working knowledge of local and state codes and ordinances
  
- Document all activity on appropriate forms

**Qualifications**

*Education*

High School Diploma, GED, or equivalent.

*Experience*

*At least 24 years of age.* Minimum 6 years of driving experience to include prior experience working in maintenance field. Clean driving record (no major violations or less than 2 minor violations). Applicants must be insurable with Downtown Sacramento Partnership's insurance providers.

*The incumbent shall work well under pressure, meet multiple and sometimes competing deadlines. The incumbent shall at all times demonstrate cooperative behavior with colleagues and supervisors.*

**To apply, submit résumé and date of availability to Lance McDaniel at**

**[lmcdaniel@downtownsac.org](mailto:lmcdaniel@downtownsac.org). Please reference MAINTENANCE TEAM MEMBER in the subject line.**