

RESOLUTION NO. 21-163

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A REVISED JOB CLASSIFICATION SPECIFICATION FOR EQUIPMENT SERVICE WORKER (CITY COUNCIL)

**WHEREAS**, the Meyers-Milias-Brown Act (the MMBA) (Government Code § 3500 et seq.) imposes on public employers and recognized employee organizations a “mutual obligation” to meet and confer regarding wages, hours, and other terms and conditions of employment, and thereby freely exchange information, opinions, and proposals to reach an agreement on matters within the scope of representation; and

**WHEREAS**, the Director of Human Resources and Risk Management is authorized and directed under provisions of Sections 2797.1 and 2797.3 of the Carson Municipal Code to prepare and recommend position classification and compensation plans, after consultation with the affected Directors, which becomes effective upon approval by the City Council; and

**WHEREAS**, Rule III of the City of Carson Personnel Rules provides that modification to the classification plan, embodied in Resolution No. 77-111, shall be made only after the Director of Human Resources and Risk Management consults with the affected Directors and affected recognized employee organizations; and

**WHEREAS**, the City of Carson desires to update the existing classification specification of **EQUIPMENT SERVICES WORKER** to provide a current and accurate description of the various duties performed by said position; and

**WHEREAS**, the Director of Human Resources and Risk Management has consulted with the affected parties, and has met and conferred with the representatives of the affected recognized employee organizations pursuant to its obligations under the MMBA, concerning the revised classification specification for the **EQUIPMENT SERVICE WORKER**.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

**Section 2.** The revised classification specification for **EQUIPMENT SERVICE WORKER**, (Salary Range 720, \$4,168 - \$5,306), attached hereto as Exhibit A, assigned to the American Federation of State, County and Municipal Employees (AFSCME), Local 809, is hereby adopted.

**Section 3.** The Deputy City Clerk shall certify to the adoption of this resolution and deem it effective as of December 7, 2021, the same shall be in force and effect.

**PASSED, APPROVED and ADOPTED** this 7<sup>th</sup> day of December, 2021.

\_\_\_\_\_  
**LULA DAVIS-HOLMES, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JOY SIMARAGO, DEPUTY CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**SUNNY K. SOLANTI, CITY ATTORNEY**

STATE OF CALIFORNIA        )  
COUNTY OF LOS ANGELES    ) ss.  
CITY OF CARSON                )

I, Joy Simarago, Deputy City Clerk of the City of Carson, California, do hereby certify that the whole number of members is four; that the foregoing resolution, being Resolution No. 21-163 was duly and regularly adopted by said City at a regular meeting duly and regularly held on the 7<sup>th</sup> day of December 2021, and that the same was passed and adopted by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

By: \_\_\_\_\_  
Deputy City Clerk

## **EQUIPMENT SERVICE WORKER**

### **Job Summary:**

Under direct supervision of the Equipment Maintenance Supervisor, services, maintains, and repairs gasoline and diesel-powered equipment. The Equipment Service Worker assists and/or participates in the performance of skilled work in the maintenance and repair of gasoline and diesel-powered equipment.

This is the entry, training level class in the Equipment Mechanic Job Series, which consists of Equipment Service Worker, Equipment Mechanic I, and Equipment Mechanic II. Incumbents in the Equipment Service Worker class perform unskilled and semi-skilled duties to assist other Equipment Mechanics. This class is distinguished from the Equipment Mechanic I class by the performance of the more routine tasks and assigned duties.

Incumbents in this classification must complete one year in this classification, must meet the minimum qualifications for Equipment Mechanic I, and must meet the Job Series guidelines to promote to Equipment Mechanic I.

### **Essential Duties and Responsibilities:**

(These functions are representative and may not be present in all positions in the class. Management reserves the right to add, modify, change, or rescind related duties and work assignments.)

1. Assists and/or participates in diagnosing, maintaining, and repairing of a variety of gasoline and diesel-powered equipment, vehicles, and machines including, but not limited to, automobiles, trucks, tractors, mowers, and street sweepers.
2. Assists and/or participates in the inspection and performance of preventive maintenance to City vehicles and motorized equipment; may perform major and minor tune-ups and electrical repairs; may lubricate and service vehicles.
3. May overhaul, repair, and adjust engines, transmissions, differentials, and clutches; may install, rebuild, and recondition engines; may replace rods and gears.
4. May inspect, clean, repair, and replace parts and components of City vehicles and equipment.
5. Assists and/or participates in providing emergency services for City equipment and vehicles and may respond to emergency calls as necessary.
6. Assists and/or participates in performing welding, soldering, brazing, spray painting, and minor body repair work as required.
7. May order or fabricate parts needed for equipment repairs.
8. Assists and/or participates in the operation of a variety of equipment and machines including electronic diagnostic equipment and various hand and power tools; assists and/or participates in maintaining tools and equipment in clean and proper working condition.
9. Maintains routine records related to equipment and maintenance activities such as records of repairs and parts inventory.
10. Performs related duties as required.

**Qualification Guidelines:**

A typical way to obtain the requisite qualifications to perform the duties of this class is as follows:

**Education and/or Experience:**

High school graduation or GED and completion of Equipment Mechanic coursework and two (2) years of full-time, paid experience in the maintenance and repair of equipment and vehicles. Experience and/or education in a related field may be substituted on a year for year basis.

**Knowledge of:**

- Methods, equipment, and materials used in the overhaul, maintenance, and repair of gasoline and diesel-powered equipment.
- Repair and maintenance of fuel, ignition, electrical, and cooling systems.
- Operation and care of internal combustion engines, chassis, parts, and replacements.
- Proper methods of storing equipment, materials, and supplies.
- Safety precautions and procedures; handling of hazardous materials.
- Applicable federal and state laws, regulations, codes, policies, and procedures.
- Mechanical operation and care of motorized heavy equipment used in maintenance work.
- Principles and practices of training and/or providing work direction.
- Appropriate safety practices and procedures.
- Applicable sections of the California Vehicle Code.
- Routine recordkeeping techniques.

**Skill and/or Ability to:**

- Inspect, diagnose, overhaul, maintain, and repair gasoline and diesel-powered equipment.
- Service and perform preventive maintenance to gasoline and diesel-powered equipment.
- Diagnose and repair mechanical, electronic, and electrical problems.
- Operate and maintain various tools and equipment utilized in equipment maintenance and repair.
- Provide emergency equipment maintenance and repair services.
- Understand and follow oral and written directions.
- Observe legal and defensive driving practices.
- Establish and maintain cooperative and effective working relationships with others.
- Observe and enforce safety practices and procedures.
- Maintain routine records and reports.
- Perform medium to heavy manual labor.

**License and/or Certificate:**

Possession of valid California Class B driver's license. If not in possession at time of hire, must obtain Commercial Driver's Permit in first 30 days; and must obtain California Class B no later than 6 months from date of hire. Employees in this classification will be enrolled in the Department of Motor Vehicles (DMV) Government Employer Pull Notice Program, which confirms possession of a valid driver's license and reflects driving record.

**Physical Requirements and Working Conditions:**

Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis. Positions in this class normally:

- Require the mobility to stand, stoop, reach, kneel, crouch, and bend.

- Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Require the ability to stand for long periods.
- Perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 51 pounds unassisted and may occasionally lift up to 100 pounds with assistance.
- May be required to work with harsh and/or hazardous substances.
- May be required to wear protective apparel including goggles, face protectors, aprons, shoes, and oxygen breathing apparatus.
- May be required to work around loud noises, electrical current, and moving mechanical parts.
- May be required to respond to emergency situations.
- May be required to use City and/or personal vehicle in the course of employment.