



**COUNTY OF SONOMA (CA)
INVITES APPLICATIONS FOR THE POSITION OF:**

**Maintenance Worker II - Chipper Project -
Extra-Help**

An Equal Opportunity Employer

SALARY

\$22.18 - \$26.95 Hourly

OPENING DATE: 03/26/18

CLOSING DATE: Continuous

THE POSITION

Help Sonoma County prevent future fires. Join the Department of Fire and Emergency Services as a Maintenance Worker II - Extra Help.



Starting salary up to \$26.95/Hr.

(Salary is negotiable commensurate with experience and requirements.)

The Department of Fire and Emergency Services seeks multiple, qualified seasonal, extra-help Maintenance Worker II's (MW II's) to work on the Chipper Program throughout Sonoma County.

MW II's provide chipper services and help the community create defensible land in case of fires. Ideal candidates for these positions will have previous chipping experience.

Maintenance Worker II's assigned to the Chipper Program positions will:

- Receive work-orders and schedule chipping service
- Tow a chipper machine to project locations
- Collect measurable data (i.e., areas of service, cubic yards of fuel, time invested)
- Document and photograph vegetation before and after chipping
- Operate a chainsaw in order to trim branches
- Provide direction to a small crew of personnel performing chipping of brush and other routine tasks
- Complete the assigned work and routine reports
- Maintain vehicles and equipment used in chipper program

This employment list may also be used to fill future extra-help openings as they occur during the active status of this list.

EXTRA-HELP EMPLOYMENT

Seasonal extra-help employees augment permanent staff by performing duties that are required at certain times or seasons of the year. Seasonal, extra-help employees are not in the classified civil service and do not have property rights to permanently allocated positions. In addition,

they do not receive most employee benefits such as: long-term disability insurance coverage; accrual of vacation; participation in the county retirement program; or eligibility to take promotional examinations. **Seasonal extra-help employees are limited in their employment to a maximum of six months in any twelve month consecutive period.** Extra-Help employees who meet the eligibility requirements (generally worked 11 consecutive pay periods with a minimum of 440 hours and are scheduled at least 40 hours per pay period) may qualify for a County contribution toward medical coverage.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

MINIMUM QUALIFICATIONS

Education and Experience: Any combination of education and training which would provide the opportunity to acquire the knowledge and abilities listed. Normally this would include: Two years of experience in road construction or maintenance work that includes the use of light mechanical equipment, machines and power tools OR one year of experience in public works maintenance with the County of Sonoma would provide such opportunity.

License: Possession of a valid driver's license at the appropriate level including necessary special endorsements, as required by the State of California to perform the essential job functions of the position.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: basic construction materials; safety practices and tools commonly used in construction and maintenance; and preventive maintenance and safe operations of trucks, light construction equipment, machines and power tools.

Ability to: perform a variety of semiskilled manual maintenance and construction tasks for extended periods and under unfavorable weather conditions; safely operate light motorized machines and power tools; understand and follow oral and written instructions; follow basic safety policies and procedures; accurately complete simple report forms; work effectively with others; read and write English at a level appropriate for successful job performance; perform basic arithmetic calculations; and demonstrate physical strength, endurance and mechanical aptitude; The Maintenance Worker II should also have the ability to provide training and direction to other staff.

SELECTION PROCEDURE & SOME HELPFUL TIPS WHEN APPLYING

- Your application information and your responses to the supplemental questions are evaluated and taken into consideration throughout the entire selection process.
- You should list all your employers and positions held within the last ten years in the work history section of your application and should be as thorough as possible when responding to the supplemental questions.
- You may include history beyond ten years if related to the position for which you are applying. If you held multiple positions with one employer, list out each position separately.
- Failure to follow these instructions may impact your competitiveness in this process or may result in disqualification.

Please visit [Getting a Job with the County of Sonoma](https://agency.governmentjobs.com/sonoma/job_bulletin.cfm?JobID=2024378) to review more detailed information about the application, examination, and department selection processes.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

Responses to supplemental questions may be used in assessing minimum qualifications. Please provide specific and detailed responses of a reasonable length to allow for thorough assessment of your qualifications. Responses which state "See Resume" or "See Application" may be considered insufficient.

The selection procedure will consist of the following examination:

An **Application and Supplemental Questionnaire Appraisal** (pass/not pass) will be conducted to evaluate each applicant's combination of educational coursework, training, experience, knowledge, and abilities which relate to this position to ensure satisfaction of the minimum qualifications for this position. Candidates who possess the minimum qualifications for the position will be placed on an extra-help employment list and referred to the department. The department may contact candidates from the employment list who possess the most appropriate job-related qualifications for further consideration.

ADDITIONAL INFORMATION

A background investigation is required prior to employment. Candidates referred to departments for a selection interview are typically required to sign authorization and release forms enabling such an investigation. Failure to sign prescribed forms will result in the candidate not being considered further for that vacancy. Reference information will not be made available to applicants.

Additional requirements, such as successful completion of a physical exam, drug screen, etc., may apply, depending on the duties and responsibilities of the position. If you receive a conditional job offer for the position, the requirements upon which the offer are contingent will be outlined in the conditional job letter. You may also review the [Job Classification Screening Schedule](#) to determine the requirements for this position.

HOW TO APPLY

Applications are accepted on-line at: www.yourpath2sonomacounty.org. Paper applications may be submitted by person, fax (707-565-3770), email, or through the mail. All applications and appropriate supplemental information as outlined in the job announcement must be RECEIVED by the time and date specified on the first page of the job announcement. Continuous recruitments may close without notice at any time that a sufficient number of qualified applications have been received. Applications received after the recruitment closes will not be accepted.

The County of Sonoma prioritizes and is committed to continuously providing a workplace where equal employment opportunity is afforded to all people. Please view the County's [Equal Employment Opportunity Policy](#) for further information.

HR Analyst: AK

HR Technician: RR

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.yourpath2sonomacounty.org>

OR

575 Administration Drive, Suite 116B,
Santa Rosa, CA 95403

EXAM #18/03-5015-EH

MAINTENANCE WORKER II - CHIPPER PROJECT - EXTRA-HELP

AK

Maintenance Worker II - Chipper Project - Extra-Help Supplemental Questionnaire

* 1. How did you first learn about this opportunity?

- ☐ CalJobs
- ☐ College or University
- ☐ Craigslist
- ☐ Employee of Sonoma County
- ☐ Facebook
- ☐ GovernmentJobs.com
- ☐ Hispanic Chamber of Commerce of Sonoma County
- ☐ Indeed
- ☐ Job Fair

- ☐ La Voz
- ☐ Latino Service Providers
- ☐ Los Cien
- ☐ Minority Organization or Group
- ☐ Monster
- ☐ Press Democrat
- ☐ sonoma-county.org/www.yourpath2sonomacounty.org
- ☐ Sonoma County Human Resources Office
- ☐ Sonoma County Job Line
- ☐ Twitter
- ☐ Veterans Services Office
- ☐ Women's Organization or Group
- ☐ Other Internet Site
- ☐ Other Publication

- * 2. Please describe your qualifying two years of (or more) experience working in road construction or maintenance. Highlight any experience in public works maintenance.
 - * 3. Please describe your experience operating light equipment and machines, such as chipping machines, chain saws, tree and brush trimming tools.
 - * 4. Please describe your experience towing light equipment such as small trailers and chipping machines.
 - * 5. Please describe your experience providing training and/or directions to staff or teams. Specify your role, number of team members, and the position you were employed in. If you do not possess this experience, please respond "N/A".
- * Required Question