California Department of Food and Agriculture 4th DAA Maintenance Worker Duty Statement

I. Program/Position Identification

The 4th District Agricultural Association strives to maintain and promote its facilities in a manner that encourages year-round use and to annually produce a fair that showcases the area's agriculture and other talents of its culturally diverse communities.

Under the direction of the Chief Executive Officer and directly reporting to the Maintenance Supervisor, the Maintenance Worker performs duties including, but not limited to, the following: building maintenance; grounds maintenance; equipment operations and maintenance; record keeping; working alongside crew to meet deadlines.

Classification: Maintenance Worker

Working Title: Maintenance Worker

License or Other Requirement: Valid CA Driver's License

Location: Petaluma, CA

Date Prepared: July 15, 2022

Work Hours/Shift: Part time/Full time

Compensation: Negotiable DOE

II. Essential and Non-Essential Job Functions

A. Essential Functions:

Function #1 Building Maintenance

35%

- Perform the tasks of painting, carpentry, plumbing, electrical repairs, window and roofing repairs, as needed to maintain buildings.
- Perform the tasks of fencing repair and set-up/installation of temporary structures.
- Responsible for the set-up of buildings and grounds for interim events and for the annual fair.
- Make necessary recommendations to management on repairs. Provide input to management on prioritization of projects.

Function #2 Grounds Maintenance

25%

- Perform landscaping, mowing, edging, and fertilizing lawns and pruning trees and shrubs.
- Repair sewer, water lines, sprinklers, and valves.
- Repair blacktop and asphalt on walkways and driveways.
- Troubleshoot electrical problems.

Classification: Maintenance Worker Position Number: 014-000-6760-999

Page 2

 Perform general janitorial duties on grounds and rest rooms to maintain a clean facility.

Function #3 Equipment Operations and Maintenance

15%

- Operate equipment such as tractors, dump truck, water truck, Bobcat, blowers, mowers, loaders, trenchers, and fork lift and boom truck for the maintenance of the grounds and to help with the setup of interim events.
- Perform preventative maintenance and service on equipment to ensure it remains in good working order.

B. Non-Essential Functions:

Function #1 - Miscellaneous duties

Perform other work job-related duties as requested by supervisor.

III. Work Environment

The Sonoma-Marin Fair is 60 acres of park-like setting and includes an administration office, livestock area, track and grandstand, maintenance shop, and parking areas.

The duties of this position are primarily performed outdoors, in a variety of weather conditions. The position requires the incumbent to lift 50 pounds or more, stand, and walk many hours during the shift. Night, weekend, and holiday work is expected especially during the annual Fair and during special events.

To apply please email resume to:

info@sonoma-marinfair.org with attention to "Maintenance Worker"

Or

Apply in person at:

175 Fairgrounds Dr Petaluma, CA 94952 Office Hours: Monday-Friday 8am-5pm Classification: Maintenance Worker Position Number: 014-000-6760-999

Page 3

Employee's Statement

Init	tial applicable statement			
	understand Reason	able Accommo	ties and essential functions of the posit dation ¹ and how it applies to essential of this job without Reasonable	ion. I
	OR			
I have read and understand the duties and essential functions of the positio understand Reasonable Accommodation and how it applies to essential functions. I will need Reasonable Accommodation to perform one or more of essential functions described in this duty statement.				
Em	nployee Signature ²	Date	Supervisor Signature	Date

¹ A reasonable accommodation is an adjustment or modification to a job or workplace that allows qualified employees or prospective employees to perform the essential functions of the job successfully.

² Duties of this position are subject to change and may be revised as needed or required. If/when duties change you will be provided a revised duty statement to sign.