

# Tunnels and Tubes Series

## California State Personnel Board Specification

Series established December 6, 1988

### Scope

This series describes classifications utilized by the California Department of Transportation (Caltrans) in conjunction with the maintenance, repair and operation of the State's tunnels and tubes system.

Schem Code	Class Code	Class
QC80	6710	Maintenance Worker, Tunnels and Tubes
QC70	6707	Operator, Tunnels and Tubes
QC60	6706	Supervisor, Tunnels and Tubes

Tunnels and Tubes Series Specification - Class Titles and Codes

### Definition of Series

Positions in this series may perform or supervise the maintenance and repair of all types of electrical, mechanical, and electronically controlled devices on tunnel and tube facilities including but not limited to motors, ventilation fans, water pumping equipment and lighting; keep logs of equipment operation; maintain records of maintenance work performed; occasionally operate automotive equipment; may be asked to operate commercial motor vehicles; and perform other related work.

### Entry Levels

Entry into this series can be made at the Maintenance Worker, Tunnels and Tubes, or Operator, Tunnels and Tubes, levels.

### Factors Affecting Position Allocation

Degree of supervision exercised and received; variety and complexity of assignments; scope and complexity of responsibility; independence of action and level of decision making authority.

### Definition of Levels

#### Maintenance Worker, Tunnels and Tubes

This is the learner and first working level of the series. Under supervision, incumbents do a variety of semiskilled manual tasks in the maintenance and repair of equipment used in the operation of tunnel and tube facilities for vehicular traffic including motors, ventilation fans, water pumping equipment, electronic systems, electrical systems and lighting; assist in the operation of such equipment; and do other related work.

#### Operator, Tunnels and Tubes

This is the full journey level in the series. Under direction, incumbents operate, maintain, and repair ventilation and water pumping equipment, electronic systems, electrical systems, lighting, and traffic devices in tunnel or tube facilities for vehicular traffic; do electrical, mechanical, and electronic maintenance work required in the course of tunnel and tube operation; and do other related work. Instructs and leads unskilled assistants.

#### Supervisor, Tunnels and Tubes

This is the full supervisory level. Incumbents supervise the operation of a tunnel and tube facility for vehicular traffic; direct and assist in the maintenance and repair of tunnel and tube equipment; keep records of time and other costs; make reports of work performed, materials, labor and equipment used; enforce safety regulations; and do other related work.

## Minimum Qualifications

### All Levels:

Possession of a valid Class C driver license. Applicants who do not possess this license will be admitted to the examination, but must secure the license prior to appointment.

## Maintenance Worker, Tunnels and Tubes

### EITHER I

One year of experience as an assistant to an operator of vehicular traffic tunnels or tubes.

### OR II

Two years of experience in semiskilled maintenance and repair of building or industrial heating, ventilating, or air conditioning systems.

## Operator, Tunnels and Tubes

### EITHER I

One year of experience as a Maintenance Worker, Tunnels and Tubes, or a maintenance technician on mechanical ventilation systems and related mechanical, electrical and electronic equipment in vehicular tunnels or tubes.

### OR II

Three years of experience in the operation and repair of electrical, mechanical and electronic equipment associated with building or industrial heating and ventilating, or air conditioning systems.

## Supervisor, Tunnels and Tubes

### EITHER I

Two years of experience as an Operator, Tunnels and Tubes, or an operator of mechanical ventilation systems and related mechanical, electrical and electronic equipment in vehicular tunnels or tubes.

### OR II

Experience: Four years of experience, in the operation and repair of electrical, mechanical, and electronic equipment associated with building or industrial heating and ventilating, or air conditioning systems, at least one year of this experience shall have included some responsibility for supervision of a small crew.

## **Knowledge and Abilities**

### **Maintenance Worker, Tunnels and Tubes**

Knowledge of: Common methods, practices, and materials used in the installation, operation, maintenance and repair of vehicular traffic tunnel or tube equipment and facilities; safety practices required in vehicular tunnel and tube operations.

Ability to: Do a variety of semiskilled electrical, mechanical and electronic maintenance and repair tasks; follow directions; communicate at a level required to perform the essential functions of the job; receive and relay information by radio or telephone; prepare simple reports of work done; operate commercial motor vehicles.

### **Operator, Tunnels and Tubes**

Knowledge of: All of the above, and methods, tools, and equipment used in the installation, operation, maintenance, and repair of tunnel and tube equipment and machinery; applicable provisions of the California Vehicular Code controlling operation of vehicular tunnels and tubes.

Ability to: Do all of the above, and read, interpret, and work from plans, drawings, and specifications; keep simple records and make reports; lay out and direct work for unskilled assistants; analyze situations accurately and take effective action.

### **Supervisor, Tunnels and Tubes**

Knowledge of: All of the above, and principles of effective supervision, safety and health; the Department's Affirmative Action/Equal Opportunity Program objectives; a supervisor's role in the Affirmative Action/Equal Opportunity Program and the processes available to meet the program objectives.

Ability to: Do all of the above, and keep records and accounts of employees' time and of material and equipment used; interpret simple blueprints and sketches; lay out and direct work of others; effectively contribute to the Department's safety, health, affirmative action/equal opportunity and labor relations objectives.

## **Special Personal Characteristics**

### **All Levels:**

Willingness to work rotating or irregular shifts including weekends.

## **Special Physical Characteristic**

### **All Levels:**

Must be able to wear a self contained breathing apparatus (SCBA).

## **Additional Desirable Qualification**

### **All Levels:**

Possession of a valid and unrestricted Class B or Class A driver license.

## **Drug Testing Requirement**

### **All Levels:**

Applicants for positions in these classes are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

## **Class History**

<b>Class</b>	<b>Date Established</b>	<b>Date Revised</b>	<b>Title Changed</b>
Maintenance Worker, Tunnels and Tubes	10/06/1961	07/06/1993	04/24/1974
Operator, Tunnels and Tubes	10/06/1961	07/06/1993	04/24/1974
Supervisor, Tunnels and Tubes	10/06/1961	07/06/1993	04/24/1974
Tunnels and Tubes Series History - Dates Established, Revised, and Title Changed			

Updated 6/3/2012