



CLASS SPECIFICATION

Class Code: 8004
Date Est: 7/73
Last Rev: 5/98
Last Title Chg:
FLSA: non-exempt

MAINTENANCE WORKER III

- A. Mechanical
- B. Skilled Trades

DEFINITION

Under general supervision, performs full journey level work in the maintenance, operation, and repair of heating, air conditioning, electrical, plumbing, ventilating, and other mechanical systems; or performs advanced apprenticeship assignments in carpentry and painting work; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

Two years of experience in performing assignments which provided knowledge of methods, materials, and equipment used in the assigned work area option; OR an equivalent combination of education and experience.

LICENSE OR CERTIFICATE

Possession of a valid driver's license is required at the time of appointment.

DISTINGUISHING CHARACTERISTICS

This is the advanced working level class in the Maintenance Worker class series. Incumbents perform skilled journey level work in the mechanical trades, or advanced semi-skilled work in carpentry and painting. Advancement to the fully skilled Carpenter or Painter classes is contingent upon the recommendation of the appointing authority, successful completion of an appropriate examination, and the existence of a vacant skilled trades position, based upon the needs of the County. This class is distinguished from Maintenance Worker II by the fact that incumbents perform a broader range of more skilled assignments.

SUPERVISION EXERCISED

N/A

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

A. MECHANICAL:

Operate, maintain, and adjust heating, lighting, air conditioning, water treatment, and ventilating equipment.

Repair, inspect, and report on the condition of HVAC equipment.

Maintain high-pressure boiler systems, cleaning tubes and flues and cleaning and adjusting burners.

Maintain and repair water, air, cooling, and oil lines.

Test valves, gauges, and monitoring equipment.

Install replacement parts or make minor additions and modifications to existing equipment.

Perform preventive maintenance assignments.

Install and repair light fixtures, wall plugs, switches, boxes, breakers, and conduit.

Replace old wiring and pull new wiring.

Install panels and controls for lights and motors.

Maintain, repair, and replace plumbing fixtures.

Keep charts and prepare reports.

B. SKILLED TRADES:

Carpentry

Perform advanced semi-skilled work and assist a skilled tradesperson with building and installing cabinets, shelves, dividers, partitions, and counters.

Perform advanced semi-skilled work and assist a skilled tradesperson with hanging and replacing doors, and installing door closures, locks, and other hardware.

Assist with framing, sheet rocking, paneling, or laying floors and floor tiles.

Install acoustical or other ceiling tiles.

Maintain and repair roofs gutters and downspouts.

Repair furniture.

Erect signs and bulletin boards.

Build forms and pour and finish concrete.

Receive training in basic layout and design work including estimating material requirements.

Painting

Perform advanced semi-skilled work and assist a skilled tradesperson preparing surfaces for painting, removing old paint, erecting scaffolds, masking, patching and repairing wallboard, filling cracks and holes in woodwork, mixing and matching paints and stains, and applying primers and finishes.

Spread drop cloths and clean brushes, rollers, spray guns, and other painting equipment.

Use brushes, rollers, spray guns, and other equipment.

Seal surfaces.

Hang wallpaper.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Tools, equipment, methods, and procedures used in an assigned work area.

Department policies and procedures.

Proper use of materials and supplies.

Application of common building and safety codes.

Ability to:

Independently perform assignments related to a specific work area

Read and interpret plans, drawings, and specifications.

Maintain records and prepare reports.

Entry Level (*Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.*)

Knowledge of:

Basic knowledge of tools and methods used in maintenance and construction work.

Safe work practices.

Ability to:

Apply standard work practices for an assigned work area.

Read and write.

Use a variety of tools and equipment.

Understand and follow specific oral instructions.

Perform manual laborer for extended periods of time.

Get along with fellow employees.

SPECIAL REQUIREMENTS

Essential duties require the following physical skills and work environment.

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 75 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Exposure to dust, dirt, grease, and construction materials.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.

Approved _____ WERCCS Job Evaluation Committee _____

Date _____ March, 2001 _____