

WISEBURN UNIFIED SCHOOL DISTRICT

MAINTENANCE WORKER I

DEFINITION:

Under direction of the Director of Facilities, Maintenance, & Operations, to perform skilled and semi-skilled duties in the alteration, repair, maintenance and occasional new construction of structures and equipment, and to perform other duties as required.

REPORTS TO: Director of Facilities, Maintenance, & Operations

DISTINGUISHING CHARACTERISTICS:

The Maintenance Worker I classification differs from the Maintenance Worker II classification in that the Maintenance Worker II classification requires specialized and/or general licenses, certifications, or endorsements in a variety of trades.

EXAMPLES OF DUTIES:

- Designs and alters, repairs, or constructs articles and structures of wood, such as room additions, partitions, counters, benches, tables, forms and cabinets. E
- Maintains and repairs woodwork. E
- Fits doors, windows and sashes. E
- Operates power saws, jointers, and other woodworking machinery. E
- Performs mill and cabinet work as necessary. E
- Uses brush or spray gun in applying paint, varnish, shellac, enamel, lacquer, or other protective or decorative finishes to various surfaces, such as wood, metal, glass, plaster, stucco, wall board, brick, and concrete. E
- Scrapes, sands, fills, or prepares surfaces in other manner, for painting or repainting. E
- Cleans brushes, tools, and other equipment. E
- Cuts and threads pipe and maintains plumbing installations. E
- Installs bathroom fixtures, water heaters, garbage disposals, and cleans drains and sewers as needed. E
- Repairs and replaces door locks and changes student locker combinations. E
- Inspects, maintains and services air conditioning and heating units. E
- Cleans or changes filters, cooling coils and blower wheels and compartments. E
- Changes motors, replaces bearings and other worn parts. E
- Checks wiring, belts, bearings, alignment, amperage, and voltage and makes repairs, replacement, or adjustments as needed. E
- Installs electrical wiring, fixtures, and switches. E
- Replaces lights, clocks, and ballast. E
- Repairs, maintains, and services office, audio-visual, and other specialized electrical and mechanical equipment. E
- Drives truck, jeep, forklift, or tractor as required. E
- Maintains equipment in good repair. E

- General soldering and welding
- Makes report on work completed and materials used. E
- Performs other related duties, as required. E

DESIRABLE QUALIFICATIONS:

Knowledge of:

- Standard practices, methods, materials, and equipment used in any one of the skilled trades such as carpentry, electrical, plumbing, painting, and office equipment repair.
- General code requirements pertaining to work assigned.
- Safe work practices.
- A second language.

Ability to:

- Perform maintenance and repair work in various trades.
- Use a variety of hand and powered tools safely and effectively.
- Read and work from plans, sketches, and diagrams.
- Follow oral and written directions.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Operate general office and communication equipment including computers and tablets.

Experience:

Two years' experience in one or more of the building trades performing duties closely related to those described above.

Education and/or Licensure:

A high school diploma or its equivalent

WORKING CONDITIONS:

Environment:

Indoor and outdoor working environments subject to fumes, dust, and odors.

Physical Abilities:

Vision (which may be corrected)	to see small print; to distinguish color coding of wires on motors; to operate district vehicles.
Hearing (Which may be corrected)	to operate equipment in presence of students and to determine any irregularities in equipment sounds.
Speech	to communicate with supervisor, school and maintenance personnel.
Dexterity of hands and fingers	to operate and use power tools and equipment; to maintain records.

Standing for prolonged periods of time	to operate machinery, to make plumbing and electrical repairs; to make room additions; to paint or apply decorative finishes to surfaces
Bending at the waist	To pick up and lift equipment and materials
Strength	to lift, push, pull and carry objects which may weigh as much as 100 lbs. on a regular basis.
Smell	to distinguish strong odors which may warn of equipment malfunction or danger.

Revised: December, 2021

Approved: 08/17/2022