

MAINTENANCE MECHANIC I

DEFINITION:

Under supervision and direction of the Director of Maintenance and Operations, the Mechanic I will perform skilled and semi-skilled work in several trades in maintenance and repair of buildings, building systems, building fixtures, and equipment; and perform related work as required.

QUALIFICATIONS:

Knowledge of:

- General knowledge of standard practices, codes, tools, materials and processes of the major building trades. An emphasis in one or more of the trades is desirable.
- Occupational hazards and proper safety procedures.

Ability to:

- Demonstrate general proficiency in building trades.
- Follow oral and written directions
- Operate power tools and equipment used in trades
- Establish and maintain cooperative relationships with district personnel and public.
- Demonstrate sufficient strength, mobility and range of motion to arm lift 60 pounds and floor lift 60 pounds in an employee entrance evaluation.

Experience and Education:

- Minimum two years' experience performing general building maintenance work.
- Equivalent to completion of the twelfth grade.
- Possession of a valid California driver's license.

DISTINGUISHING CHARACTERISTICS:

Positions in this class are assigned a variety of tasks in the building trades. Work requires the use of tools and the ability to perform operations in the areas of carpentry, plumbing, electrical, flooring, roofing, and painting trades. May work with journeyman technicians as an assistant, or work independently on non-journey level projects as assigned. Individuals in this position will also be involved in cleaning tasks related to the assigned maintenance jobs. The ability to work independently at semi-skilled maintenance repairs is essential.

ESSENTIAL FUNCTIONS:

- Repairs, maintains, and performs preventive maintenance on all types of structures and service systems;
- Works from sketches or verbal instructions;
- Uses tools and equipment necessary to perform general maintenance work on school buildings and equipment;
- Repairs and performs maintenance on building fixtures, cabinets, furniture, wall systems, and doors

- Repairs and performs maintenance on lighting systems, performs basic electrical repairs
- Repairs and performs maintenance on roofing systems, sheet metal, gutters and down spouts
- Performs interior and exterior painting
- Performs plumbing maintenance work, uses equipment and tools necessary to clear sewer lines
- Assists other members of maintenance staff as needed
- May operate a light vehicle in performance of assigned duties

Maintenance Mechanic 1 (continued)**PHYSICAL REQUIREMENTS:**

Physical Abilities include the usual and customary methods of performing the job's functions and require the following physical demands: occasional lifting, carrying, pushing and/or pulling; some climbing and balancing, some stooping, kneeling, crouching; reaching, handling, touching and/or feeling; manual dexterity to operate a telephone and enter data into a computer.

Significant physical abilities include ability to sit at a desk, conference table, or in meetings of various configurations for extended periods of time; see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, computer screens and printouts; hear and understand speech at normal room levels and hear and understand speech on the telephone; speak in audible tones so that others may understand clearly in normal conversations.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment can be moderate to high.

Employees in this position will be required to work indoors in a standard office environment and come in direct contact with district staff and the public. Employees in this position will also be required to work outside, sometimes in confined spaces with exposure to dust, wind, heat, cold, rain, and may be required to stand the majority of the time.