

CLASSIFIED JOB DESCRIPTION

GENERAL MAINTENANCE – ENTRY LEVEL

JOB SUMMARY:

Under general supervision, performs a variety of semi-skilled jobs in the maintenance of equipment, buildings and grounds; and performs other duties as assigned.

ESSENTIAL JOB FUNCTIONS:

- Maintains equipment, vehicles and playground equipment; repairs fencing, buildings, grounds, and playground equipment; troubleshoots fencing and general maintenance and building components.
- Installs various materials for building equipment and classroom repairs.
- Assists and supports other trades as needed.
- Documents repairs, reports, receipts, maintenance logs, and job orders.
- Removes damaged equipment and materials, safety hazards, and outdated equipment.
- Recommends materials, equipment, and needed repairs.
- Estimates items, materials, and costs for particular jobs.
- Prepares job site, equipment, tools, and materials.
- Demolishes building materials, fencing, kitchen and playground equipment, sidewalks, and driveways.
- Operates light motorized equipment, hand tools, welding equipment, generators, and vehicles.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

- Evidence of two years semi-skilled construction and maintenance experience.
- Must possess a valid California driver's license. Must have a good driving record. Must be insurable under the District's insurance program and must maintain insurability.
- Ability to follow oral and written directions; mechanical ability; physical strength and ability; ability to drive a light truck and other mechanized equipment.
- Knowledge of the practices, tools, equipment and materials used in the maintenance of equipment, buildings, and grounds.
- High school diploma or GED required.
- Must be willing to carry a pager and respond to off-hours calls.
- Must be willing to complete asbestos and lead training and perform asbestos and lead removal.
- May be required to work weekends.

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Classified Salary Schedule: Range 26
BOARD APPROVED: 08/19/97
REVISION DATES: 10/19/04
 12/10/14
 10/14/20
 07/17/23
 08/09/2023