

MERCED CITY SCHOOL DISTRICT

CLASS TITLE: MAINTENANCE WORKER

BASIC FUNCTION:

Under the direction of the Supervisor of Maintenance/Operations, perform routine and minor maintenance and repair to District buildings, facilities and equipment; perform duties in a wide variety of the building maintenance trades.

REPRESENTATIVE DUTIES:

Perform routine and minor, maintenance and repair of District buildings, facilities and equipment in a wide variety of trades; assist other maintenance personnel as directed. *E*

Perform troubleshooting and repair to electrical fixtures, equipment, systems and other installations; replace light fixtures, ballasts, switches, circuit breakers, conduits and other electrical accessories. *E*

Replace and repair water lines and other plumbing fixtures according to established procedures; remove, pour and finish concrete and asphalt; operate a concrete saw; jackhammer and other related equipment; form, install, level and finish concrete. *E*

Repair leaks in faucets and drinking fountains; repair and replace toilet kits. *E*

Repair and replace a variety of playground equipment; repair broken swings, basketball backboards and goals; install equipment as assigned. *E*

Perform a variety of carpentry work; frame walls, build storage shops; install doors and cabinets. *E*

Repair and replace panic hardware, institutional grade locksets, door closures, cabinet and file locks, door stops and hinges and other related hardware as directed. *E*

Repair, adjust and perform preventive maintenance on heating and air conditioning equipment to assure proper operation; change air filters periodically and replace worn pulleys and belts as necessary. *E*

Scrape, sand and file surfaces and apply paint, varnish, shellac, enamel, and lacquer, and finish coating utilizing spray guns, rollers or brushes. *E*

Operate a variety of specialized equipment, and hand and power tools related to work performed or assigned; repair, maintain and assure equipment is in safe and proper working condition; drive a District vehicle to various work sites. *E*

Prepare and maintain a variety of records related to work performed, supplies and materials, labor costs and others. *E*

Operate and repair irrigation systems District-wide. *E*

Assist other maintenance personnel with daily work assignments as directed.

Perform related duties as assigned.

The employee is to adhere to federal and state regulations, Board policies, and related administrative regulations which pertain to the particular assignment.

The Maintenance Worker works under the direct supervision of the Supervisor of Maintenance and Operations. Exercises no supervision.

MINIMUM QUALIFICATIONS:

KNOWLEDGE OF:

Basic requirements of maintaining buildings, equipment and facilities in good repair.

Operation and use of hand and power tools and equipment.

Shop math applicable to the building trades.

Health and safety regulations and procedures.

Proper methods, materials, tools, terminology and equipment used in the building maintenance trades.

Proper methods of storing equipment, materials and supplies.

ABILITY TO:

Perform routine and minor work in the construction, maintenance and repair of building and facilities.

Operate a vehicle and a wide variety of power equipment and hand tools related to the building trades.

Prioritize and schedule work.

Work independently with little direction.

Apply and explain rules, regulations, policies and procedures.

Observe legal and defensive driving practices.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and one year experience in the maintenance trade.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment; subject to noise from equipment operation; regular exposure to fumes, dust, dirt, oil/grease; subject to driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Dexterity of hands and fingers to operate a variety of specialized equipment and tools; seeing to observe needed and completed repairs; climbing ladders and working from heights; reaching overhead and horizontally; standing for extended periods of time; walking over rough or uneven surfaces; lifting heavy objects; bending at the waist; kneeling or crouching.

HAZARDS:

Vapors from paints and solvents; working in a cramped or restrictive work chamber; working with power saws and flying debris; working at heights on ladders or scaffolding.

Legal Reference: California Education Code, Sections 45103, 45109

Policy Adopted: May 3, 1976

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