

FACILITIES MAINTENANCE WORKER

JOB PURPOSE AND SUMMARY

The Facilities Maintenance Worker is an apprentice level position performing semi-skilled and skilled work in the repair and maintenance of County Buildings and structures. As an apprentice, the Facilities Maintenance Worker will be assigned to provide assistance and acquire journey skills in one or more of the following trades: electrical, electronic, carpentry, HVAC (heating, ventilation, and air conditioning), plumbing and locksmithing. As a part of a team of maintenance specialists and workers, the Worker assists in other trade specialties acquiring and utilizing broad knowledge, skills and abilities in all area of building repair and maintenance.

CLASSIFICATION DISTINCTIONS

This is the apprentice level in the Facilities Maintenance job family. Incumbents work closely with an assigned specialist with the goal of learning the standard practices of the trade and providing support to the journey level specialist within the trade. The Worker is distinguished from the Helper in that the Worker is part of a structured apprentice program leading to full journey level work. Positions at the worker level may be automatically upgraded upon the successful completion of the apprentice program and following securing the journey card or license (where applicable).

KEY OR TYPICAL TASKS AND RESPONSIBILITIES (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

- Works with assigned Specialist in performing preventive maintenance programs for all specialty area equipment and systems within the County buildings.
- Responds to requests for emergency maintenance and repair of County structures, systems and buildings.
- Responds to requests from Specialists for support and assistance on major repairs and projects.
- Trains in the use of complex diagnostic equipment in the detection of system/equipment failure or malfunction.
- Reads, understands, and utilizes complicated blue prints, schematics and plans.
- Maintains records and work reports on all work performed.
- Works as part of a team in the design and implementation of remodel projects; may necessitate performing support work within another trade area.

- Completes required training elements of the apprenticeship program in order to achieve journey status.
- Performs related duties as assigned.

QUALIFICATIONS

- Two years of general experience in building maintenance, construction, or equipment repair.
- Possession of a valid motor vehicle operator's license.
- Willingness and ability to participate in the employer established apprenticeship program.
- Ability to pass Sheriff's background clearance prior to employment as required for work performed in the jail facility.

Any combination of training and experience that would provide the required knowledge, skills, and abilities will be considered.

Knowledge of....use of tools and materials used in the assigned apprentice program and in general building maintenance and repair; preventive maintenance procedures; mechanical systems applicable to building maintenance; occupational hazards and safety precautions associated with the trades.

Ability to....view, diagnose and repair a variety of systems and equipment; read building construction plans, blue prints, and equipment instruction manuals; demonstrate sufficient strength, agility and dexterity to perform the work of the position; apply basic math and algebra skills to the work; maintain accurate records; communicate effectively with other encountered in the course of the work; safely use and care for tools and equipment.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

Incumbents typically perform physically demanding work involving standing or bending for extended periods of time, climbing ladders, stooping, crawling and working in confined areas, lifting equipment and materials, and working in varied weather conditions.

Essential tasks include using a variety of hand and electric tools and equipment, operating diagnostic and other personal computers, driving a county or personal vehicle, and performing work in potentially hazardous conditions.

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