REVISED

MAINTENANCE TRADES MECHANIC
Classified Position

THE POSITION:

Under general supervision, performs a wide variety of duties in the maintenance and repair of District buildings and facilities. Performs related duties as required.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

1. Performs maintenance and repair duties for structural facilities and mechanical equipment. Assists other maintenance personnel in preventive maintenance of campus facilities.

2. Does maintenance and repair work on
   a. wall finishes such as tile, stucco, concrete, wood, sheetrock, etc.
   b. floor finishes such as concrete, tile, VCT, carpet, wood
   c. building hardware
   d. doors, door closers, panic hardware, locks
   e. roofing of all types including built-up and tile
   f. windows including reglazing
   g. ceiling systems
   h. hangs bulletin boards, chalkboards, and cabinets
   i. finishes and pours concrete
   j. carpentry work as assigned
   k. stairs and handrails
   l. fixed seating and other furniture
   m. other items as assigned

3. Assists in the maintenance and inventory of all supplies related to the position.

QUALIFICATIONS:

TRAINING AND EXPERIENCE:

- Three years of journeyman level experience in general carpentry, maintenance or utility maintenance work;
- Demonstrate structural maintenance skill capabilities;
- Willingness to perform responsible duties and routine duties independently and without continuous supervision; or
- completion of apprenticeship training in one of the building trades.
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KNOWLEDGE AND ABILITIES:

- Knowledge of tools, materials, and methods used in one or more of the major trades areas
- General safety practices in general trades work
- Knowledge of common hand tools used in various building trades
- Basic arithmetic calculations
- Spoken and written English
- Learn, apply, and assist in the major trade areas
- Read and apply blueprints
- Read and follow oral and written directions or instructions
- Keep basic records accurately
- Do continuous physical and manual duties
- Work as a team member
- Demonstrate a high degree of structural aptitude
- Willingness to learn new skills, routines, and equipment, if necessary through home study or on own time
- Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist upper body, climb, lift up to 70 pounds unaided.

LICENSE: A valid California Driver License