



MAINTENANCE MECHANIC

Classified Position

THE POSITION

Under general supervision, performs a wide variety of unskilled or semiskilled duties in the maintenance and repair of District buildings and facilities. Assists skilled mechanics in the preventive maintenance and in the servicing of mechanical and other types of equipment. Performs related duties as required.

EXAMPLES OF ESSENTIAL DUTIES

Checks all indoor and outdoor lighting, replaces lights, ballasts, switches, plugs, outlets, wall plates, and diffusers. Tests lights for proper operation;

Performs semiskilled maintenance and repair duties for electrical and mechanical equipment including parking meters. Assists skilled mechanics and other maintenance employees in preventive maintenance of campus facilities and the servicing of equipment, machinery

Maintains stock of diffusers, lamps ballasts, repair parts, and various types of hardware for the Maintenance Department.

JOB RELATED ESSENTIAL QUALIFICATIONS

Knowledge Semiskilled knowledge of tools, materials, and methods used in one or more of the major trade areas; general safety practices in general trades work; a basic knowledge of boilers and air conditioning equipment and their proper preventive maintenance; common hand tools used in various building and mechanical trades; basic arithmetic calculations; spoken and written English.

Abilities Learn, apply, and assist in the major trades 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 team member; high degree of mechanical aptitude; learn new skills, routines, and equipment, perform responsible duties and routines at the semiskilled level, independently and without continuous supervision Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist upper body, climb, lift up to 70 pounds unaided.

Experience and Education Guidelines:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Training: Completion of apprenticeship training in one of the building or mechanical trades.

Experience: Three years of general maintenance or utility maintenance work, demonstrating mechanical and special skill capabilities.

License A valid California Motor Vehicle Operator's License

Date Revised/Written: Revised 3/13/08

Board Approved:

Union Approved: 3/12/08