



Facilities Maintenance Mechanic "A"

Class Code	FLSA Status	EEO Category	Represented Status	Salary Grade	Effective Date	Resolution #	Pages
811	Non-Exempt	7 – Skilled Craft Workers	ATU	12 - Maintenance	December 1984	NA	1 of 2

DEFINITION: Under general supervision; diagnoses problems and makes repairs or replaces worn or defective equipment parts; and performs construction and remodeling work on District buildings, premises, and property.

REPORTS TO: The Facilities Maintenance Manager, or designee.

ESSENTIAL FUNCTIONS may include, but are not limited to the following:

Mechanical:

- Diagnoses problems; adjusts, cleans, repairs, and replaces defective or worn component parts of steam cleaning equipment, bus washers, fuel island pumps, compressors, heating and air conditioning equipment, and hydraulic and pneumatic systems.
- Maintains an equipment and machinery preventative maintenance schedule.

Plumbing:

- Reads and interprets blueprints and plans to avoid obstructions, and determine the sequence of installation.
- Cuts wall and floor openings to accommodate pipes and fittings.
- Measures and installs pipe, fittings, and fixtures for heaters, fans, water and drainage systems.
- Cuts and threads pipe, assembles and installs valves and fittings; and joins and caulks pipe.
- Replaces washers, mends pipes, and opens drains.

Carpentry:

- Reads and interprets blueprints, sketches, plans, and schematics.
- Cuts and installs windows and doors.
- Installs walls, paneling, light fixtures, and ceilings.
- Builds and installs counters, cabinets, and partitions.
- Verifies structural trueness using plumb bob and level.
- Installs or replaces door knobs and locks.

Property Maintenance:

- Installs, repairs, and maintains fencing.
- Patches concrete and asphalt paving, patches asphalt roofs, and repairs or replaces pit boards and gratings in garages.
- Moves furniture and office equipment.
- Cleans and maintains shop areas in a neat and orderly condition.
- Installs metal shelves and lockers.
- Repairs garage hoists.

Painting:

- Textures walls; and paints interiors and exteriors of existing or remodeled premises.
- Lays-out and paints parking or traffic lanes and signs.
- Repaints or fabricates route signs.

This **Class Specification** is intended to present a descriptive list of the range of essential functions performed by an incumbent in this class, but is **not** intended to reflect all duties performed within the job.



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Record Keeping:

- Records completed maintenance tasks on work orders.
- Uses a computer terminal for data entry, inquiries, and modification.
- Performs other related duties as required.

MINIMUM QUALIFICATIONS:

Knowledge Of: Component parts of steam cleaners, bus washers, fuel island pumps, meters, and air compressors; physical properties of wood, sheetrock, metals, asphalt, and cement; welding techniques; the installation and repair of modern mechanical, plumbing, and hydraulic systems including individual components of these systems and mechanical equipment used in the repair or remanufacture of components and vehicles; safety rules and regulations, and the proper use of safety equipment.

Skilled In: Reading and interpreting blueprints and plans for construction or remodeling, and for plumbing installations; use of all hand and power tools used in carpentry, plumbing, and property maintenance mechanics; hydraulic and pneumatic systems; and the painting and fabricating of bus route signs.

Ability To: Diagnose problems and determine replacement or repair of parts; make material, labor, and equipment estimates based on blueprint study; follow written and oral instructions; and build and maintain effective working relationships with those contacted in the course of work using principles of good customer service.

Education: Equivalent to completion of the twelfth grade.

Experience: Must have either three (3) years experience in industrial maintenance mechanics, **or** two (2) years or more experience in the building construction trades (carpentry, painting, plumbing, heating and air conditioning), where the duties included responsibilities for the functions listed under "Knowledge, Skills and Abilities." Emphasis will be placed on industrial maintenance mechanics experience.

Special Requirements:

- (1) Must possess, or obtain, carpentry, plumbing, and mechanical tools necessary to perform the duties of the position.
- (2) Must be qualified to operate a forklift, or successfully complete training in forklift operation.

Physical Requirements:

- (1) Must be able to perform manual labor that requires standing or walking up to 85% of the time, as well as climbing ladders, crouching, bending, and accessing constricted spaces.
- (2) Must be able to pass the "heavy lifting" physical.

License Requirement: Must possess, or obtain, and maintain a valid California Class C Driver License and meet the District's driving standards.

NOTE: This job description was written December 1984. The language has not yet been revised. For practical reasons, it has been transcribed in the MS Word electronic format. (9/25/03)