

## **MAINTENANCE/UTILITY WORKER**

### **CLASS SUMMARY**

Under general supervision – performs a wide variety of duties in the maintenance and repair of buildings and facilities; does preventive maintenance and servicing to mechanical equipment; performs related duties as required.

### **REPRESENTATIVE DUTIES**

Performs the less skilled tasks in assisting skilled maintenance workers in work projects concerned with their specialties; does general electrical, plumbing and carpentry repair and maintenance work on buildings, equipment and furnishings; may prepare surfaces and do maintenance painting; does arc and gas welding in the fabrication, construction and repair of athletic and other equipment; maintains and services equipment and tools; services and repairs door locking mechanisms; inspects air conditioning systems, exhaust vents, and emergency generators; change filters and belts and lubricates motors in air conditioning systems; installs signs, parking gates and blackboards; keeps required records; services, maintains and repairs the College swimming pool and related support equipment, machinery and facilities.

### **ORGANIZATIONAL RELATIONSHIPS**

Positions in this class report to the Plant Manager and may assist a Skilled Maintenance Worker by performing semi-skilled duties, below the journey level. This class is promotional from the class of Maintenance Assistant when it is demonstrated that continuing semi-skilled responsibilities are being performed independently, and regularly a substantial portion of the time.

### **DESIRABLE QUALIFICATIONS GUIDE**

#### **Training and Experience**

Two years of general maintenance or utility maintenance work, demonstrating mechanical and special skill capabilities, and willingness to perform responsible duties and routines at the semi-skilled level, independently and without continuous supervision; or completion of apprenticeship training in one of the building or mechanical trades.

#### **Knowledge and Abilities**

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

**MAINTENANCE/UTILITY WORKER (continued)**

Ability to: learn and apply new skills, such as lock repair or air conditioning repairs; read and apply blueprints; read and follow oral and written directions or instructions; keep basic records accurately; high degree of mechanical aptitude; willingness to learn new skills, routines and equipment, if necessary through home study or on own time.

License: a valid California Motor Vehicle Operator's License.

Physical Requirements: regularly performs light and heavy manual work, involving lifting and climbing.