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Date Adopted:

Range: Q

Classification: Classified

## Job Description

## Maintenance Worker II

### DEFINITION

Under direction of the Director of Facilities/Maintenance, Operations and Transportation or his/her designee, to perform a variety of skilled work in carpentry, cement finishing, electrical and alarms, flooring, glazing, grounds keeping, heating and air conditioning, equipment operation, locksmithing, mower equipment repair, painting, roofing, and/or welding. Positions in this class are assigned a variety of maintenance and/or new construction work.

### EXAMPLES OF DUTIES – *Not all inclusive*

- Plan, organize and layout assigned tasks using oral instructions, plans, sketches, drawings, blueprints and/or specifications.
- Maintain tools and equipment in safe and efficient operating condition.
- Select proper size and type of equipment appropriate for assigned jobs.
- Design, alter, repair or construct wood structures such as partitions, doors, windows, counters, benches, tables, forms and cabinets.
- Install, repair and replace doors, door jambs, safe locks and door closers.
- Make new or duplicate keys.
- Install bathroom fixtures, water heaters and other plumbing equipment.
- Install electrical wiring, fixtures and switches.
- Inspect, maintain and repair ventilating systems to insure proper heat and airflow.
- Clean drains and sewer.
- Repair and replace windows and glazing.
- Repair and replace roofing, flashing, gutters, and drains.
- Assist in preparation of a wide variety of surfaces for painting, such as stucco, plaster, wood, metal, asphalt, and cement.
- Apply paint, varnish, shellac, and stains on interior and exterior surfaces with brush, roller, and/or spray gun; paint roofs.
- Apply painted lines to parking areas and play areas such as tennis and basketball courts.
- Form, pour and finish cement or block laying assignments.
- Perform general landscape work including sprinkler and valve repair.
- Weld, braze, and cut metal using electric and gas welding equipment.
- May be required to operate District vehicles (including dump trailer and towing of equipment).
- Other related work as required.

### QUALIFICATIONS

#### Knowledge of:

1. Federal, State Building Codes.
2. Occupational hazards and various OSHA safety regulations, codes and precautions appropriate to the trade(s) to which assigned.
3. Safe operation and standard practices, methods, materials, tools, terminology and equipment used in the performance of the job trades.
4. Diagnostic equipment and instruments used in testing equipment.
5. Methods, operations, materials, tools and terminology of the construction trade

6. Proper methods of storing equipment, materials and supplies.
7. Basic math applicable to the various trades.

**Ability to:**

1. Estimate the scope and necessary tools and materials required for completion of job.
2. Maintain documentation and records.
3. Work from blueprints, drawings, sketches and schematics.
4. Plan and organize work; meet schedules and timelines
5. Perform a variety of repair and maintenance work on facilities, and equipment.
6. Safely and appropriately select and operate tools, equipment and technology.
7. Erect and work from scaffolding, riggings and ladders.
8. Understand, apply and explain trade safety standards and procedures.
9. Maintain tools and equipment in proper safe working condition
10. Research technical manuals and guides to resolve problems.
11. Understand and carry out oral and written directions.
12. Communicate to resolve problems.
13. Communicate both orally and in writing in a clear and concise manner.
14. Establish and maintain cooperative and effective working relationship.

**EXPERIENCE**

Two (2) years of experience as a TUSD Maintenance I employee or three (3) years of related building maintenance experience is required.

**EDUCATION**

High school graduation or equivalent is required. Training or coursework in one or more building trades is preferred.

**LICENSES, CERTIFICATIONS, AND/OR TESTING REQUIRED**

Successful completion of the District's basic skills test is required. Successful completion of the Employee Entrance Evaluation is required. Possession of a valid Class B California Drivers' License and proof of insurance may be required.

**WORKING CONDITIONS**

*Environment:*

The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position will include indoor, outdoor, and garage/shop work environments.

**PHYSICAL ABILITIES**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must be able to:

- Ability to lift, and carry 80 pounds and push or pull a 300 lbs cart or dolly.
- Hear and speak to exchange information in person and on the telephone.
- Vision acuity to read a variety of materials, and distinguish colors.
- Possess dexterity of hands and fingers to operate equipment.
- Stand, walk and crawl.
- Bend at the waist, kneel or crouch.
- Sit or stand for extended periods of time.
- Reach horizontally and above shoulders.
- Work on roof tops, at heights and in confined spaces.
- Climb a step stool/ladder, scaffolding and riggings.
- Drive a car, pickup truck and/or other related vehicle.

**CONDITIONS OF EMPLOYMENT**

- Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice
- Pre-placement medical examination
- California Class "C" drivers license
- This position has a probationary period of 120 days.