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(510) 471-3232

## **FACILITIES MAINTENANCE WORKER**

### **DEFINITION**

Under general direction of the Public Works Superintendent, performs a variety of skilled and semi-skilled maintenance work to maintain and repair city facilities. The Facilities Maintenance Worker performs most tasks independently, only receiving direction and supervision on more difficult assignments. Work involves operation of related maintenance equipment. Work may involve supervision of individual and/or small crew on specific assignments.

### **CLASS CHARACTERISTICS**

This is a journey level position. Responsibilities include maintaining, repairing and monitoring the city facilities and the equipment and systems. The tasks assigned to this position are typically of moderate to high difficulty in complexity. Incumbents are expected to work independently and with minimum supervision.

### **EXAMPLES OF DUTIES**

Performs skilled repair, and maintenance on facilities performing related carpentry, painting, structural, plumbing, electrical, (replace receptacles, switches, replace/repair ceiling tiles, run wires above ceiling), heating, ventilation, air conditioning (HVAC), mechanical systems, basic construction and related work as required.

Installation, repair, diagnosis and maintenance of HVAC controls, motors, boilers, chiller, cooling tower, pump, emergency power, generator system, office furniture and partitions, doors, windows, locks and roof, automatic gate and doors.

Performs a variety of painting and texturing projects, dry wall repairs and finish, (replacing paneling and sheetrock, texturing ceilings and/or walls), cementing, tiling, bricking and interior flooring layout, basic welding and soldering repair. Constructs building partitions, park structures and related facilities.

Solicits bids and prepares orders, oversees contractors and small projects. Maintains record of work and installations.

## FACILITIES MAINTENANCE WORKER

### MINIMUM REQUIREMENTS

#### **Education and Experience:**

Two years experience in increasingly responsible building trade skills.

#### **Knowledge and Abilities:**

Knowledge of: methods, tools, equipment, materials and practices of maintenance for municipal buildings; construction of forms, framing, finishing, roofing and masonry; electricity, plumbing and cement finishing and all safety practice of the building trades; ability to do painting, tile laying and cabinetry. Knowledge in applying uniform building and electrical codes.

Ability to: weld, both arc and gas; glaze; perform heating, air conditioning and ventilating repair and maintenance; make decisions recognizing established precedent and practices and to use resourcefulness and tact in problem situations; understand and follow moderately complex oral and written instructions and work from sketches and plans.

#### **Physical and Other Requirements:**

Be in good physical condition; possess a valid California Driver's License.

The above statements reflect the general details considered necessary to describe the principal functions of the job identified and shall not be construed as a detailed description of all of the work requirements that may be inherent in the job.

Note: Physical demands vary significantly based on assignment, workload and specific projects.

Rare = < 10%, Occasional = 11-33%, Frequent = 34-66%, Constant = >66%

Sitting: Rare to occasional

Walking: Frequent

Standing: Frequent

Bending (neck): Frequent

Bending (waist): Occasional to frequent

Squatting: Rare

Climbing: Rare

Kneeling: Rare

Crawling: Rare

Jumping: Rare

Balancing: Rare

**Physical and Other Requirements: (continued)**

Twisting (neck): Occasional to frequent  
Twisting (waist): Occasional to frequent  
Grasp - light (dominant hand): Frequent  
Grasp - light (non-dominant): Occasional  
Grasp - firm (dominant hand): Occasional to frequent  
Grasp - firm (non-dominant): Occasional  
Fine manipulation (dominant): Occasional - writing, fine detail work (small parts)  
Fine manipulation (non-dominant): Occasional - writing, fine detail work (small parts)  
Reach - at/below shoulder: Frequent  
Reach – above shoulder level: Occasional

Push/pull:  
Up to 10 lbs. Occasional  
11 to 25 lbs. Occasional  
26 to 50 lbs. Rare  
51 to 75 lbs. Rare  
76 to 100 lbs. Rare - asked to get assistance  
Over 100 lbs. Never

Lifting:  
Up to 10 lbs. Frequent  
11 to 25 lbs. Occasional  
26 to 50 lbs. Occasional  
51 to 75 lbs. Rare – may not be daily  
76 to 100 lbs. Rare – bags of mortar, doors (asked to get assistance)  
Over 100 lbs. Never

Carrying:  
Up to 10 lbs. Occasional  
11 to 25 lbs. Occasional  
26 to 50 lbs. Occasional  
51 to 75 lbs. Rare  
76 to 100 lbs. Rare – asked to get assistance  
Over 100 lbs. Never

Coordination:  
Eye-hand: Required  
Eye-hand-foot: Required  
Driving: Required

**Physical and Other Requirements: (continued)**

Vision:

Acuity, near: Required

Acuity, far: Required

Depth perception: Required

Accommodation: Required

Color vision: Required

Field of vision: Required

Talking:

Face-to-face contact: Required

Verbal contact w/others: Required

Public: Required

Hearing:

Normal conversation: Required

Telephone communication: Required

Earplugs required: Required

Work environment:

Works indoors, works outdoors, exposure to extreme hot or cold temperature, working at heights (ladder), being around moving machinery, exposure to marked changes in temperature/humidity, exposure to dust, fumes, smoke, gases, odors, mists, or other irritating particles, exposure to toxic or caustic chemicals, exposure to excessive noise, exposure to radiation or electrical energy, exposure to solvents, grease or oil, exposure to slippery or uneven walking surfaces, working below ground, using computer monitor, exposure to vibration (power tools), exposure to flames or burning items (welding), works around others, works alone, works with others.