

MAINTENANCE REPAIRPERSON 3

Incumbent works under the close supervision of a Maintenance Repair Supervisor 4. Incumbent will perform work requested from supervisor and department head. Work covers a wide range of moderately complex maintenance operation. Incumbent may work independently in a wide variety of routine maintenance and repair tasks, performing those operations not requiring a skilled trade person.

DUTIES

Makes both routine and nonroutine masonry, carpentry, plumbing, and electrical repairs and replacements;

Assists a skilled trades person on major projects including installation of new plumbing or electrical equipment in an entire area, forming and pouring sidewalks, steps, and ramps;

Provides preventive maintenance and repairs to specialized equipment in one are of the institution that require a combination of duties in plumbing, electricity and/or carpentry;

Operates heavy equipment such as a bulldozer and a grader;

Repairs small engines including tractors and lawnmowers;

Occasionally does light welding;

Installs formica tops, tile, window glass, doors, wiring and conduits, plumbing fixtures and other varied items;

Occasionally, may be required to report to facility after regular work hours or on holidays to assist with facility/equipment malfunctions on emergency basis;

Is considered "on call" 24 hours/day on rotation basis with other Maintenance personnel;

Performs related work as required.

SKILLS AND KNOWLEDGE

Ability to perform all duties relating to buildings, grounds and the maintenance thereof.

Ability to determine malfunctions of electrical and mechanical equipment and make routine and simple repairs.

Ability to use and repair a wide variety of hand and power tools, vehicles, and small engines and ability to operate heavy equipment;

Ability to set tile, finish concrete and plaster;

SKILLS AND KNOWLEDGE – continued

Ability to read and follow guidelines and blueprints and to handle simple mathematical problems when making repairs;

Working knowledge of and ability to use skills in carpentry, electrical repairs, masonry and plumbing.

PHYSICAL EFFORT

Many skills involve a high degree of manual dexterity and occasionally work requires heavy lifting of equipment, machinery, tools, and parts. Some strain is often involved in the use of tools, cutting grass, weeds and snow removal. There will be some contact with various chemicals and salt.

WORKING CONDITIONS

Work is done inside and outside in all kinds of weather. A major portion of time will be spent indoors. Work involves bending, climbing, lifting, pushing, pulling, squatting and stooping. Work involves occasional exposure to hazardous conditions including contacts with grease, electrical shock, heights (climbing ladders and equipment), and moving parts from machinery. There is noise and stuffy areas. Incumbent will come in contact with dirt, dust, grease, water, etc.

MINIMUM QUALIFICATIONS

High School Graduate or a GED Certificate

Must have a valid driver's license

Prefer at least 3 years of general maintenance and repair experience.

Must have a home telephone.