<u>Knowledge of</u>: Methods, materials, tools, and equipment used in locksmith work; security, and lock systems such as Medico, Corbin mastering and Schalge; State and Federal mandates, fire and building codes, Americans with Disabilities Act (ADA), policies, regulations and guidelines pertaining to locks and door opening/closing devices; code and computerized key machines; computers and lock-related software programs; safe working methods and procedures.

<u>Ability to</u>: Skillfully use locksmith tools and equipment; plan, lay out, and coordinate scheduling with the other maintenance trade areas; accurately estimate labor and material costs; work from blueprints, shop drawings, sketches and schematics; maintain records and prepare complete and concise reports; understand and follow oral and written directions; establish and maintain cooperative working relationships; remain flexible and work effectively in a multi-task environment with frequent interruptions and changes in task priorities.