

## MAINTENANCE WORKER II

### DEFINITION

Under the general supervision of the Maintenance Supervisor, performs semi-skilled and skilled maintenance repair and construction tasks pertaining to school facilities, offices and large buildings; assists other maintenance personnel in the performance of semi-skilled functions in one or more building and maintenance trade areas; performs other related work as assigned and/or required.

### ESSENTIAL DUTIES

- x performs semi-skilled and skilled tasks of a general nature in maintenance, repair and construction work in the basic maintenance trades, including carpentry, painting, electrical, plumbing, heating, ventilation, air conditioning, locksmithing, carpet and tile installation and metalsmithing
- x assists in or performs various functions in the construction, installation and maintenance of roofs, furniture, fences, playground equipment, shelving, chalkboards, bulletin boards, door locks and closures and a variety of other structures and fixtures
- x performs and/or assists in the installation, repair and maintenance of gas, water and electrical lines
- x may install and replace door and window glass
- x makes minor electrical installations and repairs
- x adjusts and maintains electrical equipment and a variety of apparatus and devices
- x assists in the repair and maintenance of heating, ventilation, and cooling equipment
- x assists in replacing carpeting and floor tile
- x assists in the installation, repair, and maintenance of door locks and closures
- x changes filters, belts, cleans coils on a variety of HVAC units
- x operates equipment, such as light trucks, tractors, and other related motorized equipment

### QUALIFICATIONS

Ability to : Skillfully use a variety of tools and equipment utilized in one or more of the basic maintenance trades; work from blueprints, shop drawings and sketches; maintain simple records and prepare reports; understand and carry out oral and written directions; establish and maintain cooperative working relationships.

Knowledge of : Basic methods, techniques, materials, tools and equipment used in maintenance, repair and construction functions; rules, regulations and operational procedures pertaining to repair, maintenance and construction of school buildings, machines and equipment; safe working methods and procedures; OSHA and South Coast Air Quality regulations.

## PHYSICAL DEMANDS

The physical activities listed below are examples of the physical aspects that this classification must perform in carrying out essential job functions.

- \* will frequently exert 50 to 75 pounds of force to lift, carry, push, pull or otherwise move objects
- \* will stand, sit, walk, kneel, crouch, bend at the waist, reach above shoulder level and occasionally ascend and descend ladders, stairs, scaffolding and ramps
- \* must possess the ability to hear and perceive the nature of sound
- \* must possess visual acuity and depth perception
- \* must be able to provide oral information in person and over the telephone and other electronic communication devices
- \* must possess the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important aspects of this job
- \* may be exposed to hot, cold, wet, humid, or windy conditions, caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the position.

## EXPERIENCE AND EDUCATION

Experience: Two years as a semi-skilled/P <<d [(D02 Tc 0.N 0 TTd ( )Tj Ev2(emTdJ 0.007c)-)3(( t)2(k)-1