



Job Vacancy

Class Title:	Building Maintenance Technician
Salary:	\$16.19 - \$24.29 (hourly)

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

JOB SUMMARY

Assists in operations and preventative maintenance programs and repairs on designated building systems to ensure full and productive use of the City's facilities. The technician will perform routine manual duties to support a variety of building, plumbing, electrical, carpentry repairs and maintenance to city owned properties.

ESSENTIAL FUNCTIONS

Assist in completion of work orders pertaining to door and window frames, flooring, plumbing, ceiling panels, hardware, light fixtures, electrical apparatus, wiring, alarms, air condition and refrigeration controls and similar electric and mechanical elements in facilities.

Performs various plumbing tasks: troubleshoots plumbing problems; installs and repairs plumbing fixtures; clears and unblocks water lines and drains; repairs steam lines, toilets, sinks, faucets, drinking fountains, etc.; solders pipes; and repairs plumbing leaks.

Performs various electrical tasks: troubleshoots electrical problems; installs electrical receptacles and switches; repairs electrical components; trips or replaces breaker; and replaces light bulbs and ballasts.

Performs various tasks involving general building maintenance, carpentry, masonry or construction projects: paints interior and exterior surfaces; performs general concrete work, plaster applications and places sheetrock; removes, repairs, and replaces floor/ceiling tile; inspects, installs and repairs roofs; installs, adjusts, and repairs doors and hardware; replaces windows, doors, and glass panes; lubricates hardware; performs locksmith duties; and performs related maintenance and repair activities.

Operates a variety of equipment, hand, and power tools in the performance of assigned maintenance activities.

Set up and break down furniture/equipment for special events and meetings as necessary.

Report safety hazards and significant repairs.

Collects trash, litter, debris, and transports to appropriate receptacles/dumpster sites.

Performs other related duties as assigned.

MINIMUM QUALIFICATIONS

High School Diploma or GED, supplemented with two years of progressively responsible experience in building construction, facilities maintenance, or related field OR any equivalent combination of education, training, and experience which provides the requisite knowledge skills and abilities for the job.

Knowledgeable of heating, ventilating, refrigeration systems, electro-mechanical systems, security and fire alarms, energy management systems and other maintenance practices.

LICENSES AND CERTIFICATIONS

Must possess and maintain a valid driver's license.

PHYSICAL DEMANDS

Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve heavier objects and materials (up to 100 pounds).

Equipment Machinery, Tools, and Materials Utilization

Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions; the ability to communicate, report and complete work orders using technology such as a Smartphone or tablet and associated applications.

Verbal Aptitude

Requires the ability to utilize a wide variety of reference and descriptive data and information.

Functional Reasoning

Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning

Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

WORK ENVIRONMENT

Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, noise extremes, and electric currents.