

Position: Maintenance Specialist III

Salary Range: 34

Summary

Provides a variety of general and multi-trade skilled work in the maintenance, alteration, and repair of facilities and buildings.

Distinguishing Characteristics

This position requires journey-level, certification, and/or demonstrated experience in mechanical and building maintenance, alteration, and repair.

Essential Duties and Responsibilities

- Inspects, repairs, fabricates, installs, services, and maintains assets and facilities of the District.
- Performs a variety of specialized repairs and maintenance duties in multiple trades.
- Performs a variety of general carpentry duties
- Prepares rough sketches of work and estimates of materials and labor.
- May provide training for a small crew on specific assignments.
- Communicates with students, staff, parents, and the public using tact, diplomacy and courtesy in sometimes confrontational or stressful situations.
- Requires the ability to comprehend and follow safety plans, procedures, and policies, and all other District standards and procedures.
- Performs related duties as required to accomplish the objectives of the position.

Qualifications

▪ **Knowledge and Skills**

Requires a thorough knowledge of the principles, practices, methods, techniques, materials, tools, equipment, layouts and set-ups used in building trades. Requires a thorough knowledge of the uses and purposes of general maintenance, hand and power tools and equipment. Must be thoroughly familiar with general safety standards. Must maintain general knowledge of current code requirements.

▪ **Abilities**

Requires the ability to perform all of the essential duties with minimal supervision. Must be able to use and maintain all of the tools, equipment and vehicles used during routine performance of duties. Requires the ability and initiative to independently develop methods and techniques in the interest of effectiveness and efficiency. Must be able to understand and follow oral and written instructions, maintain routine records and interpret plans and specifications.

▪ **Physical Abilities**

Requires the ability to stand for extended periods of time, walk distances, and manipulate (lift, carry, guide, push, pull) light to medium weights of 10-50 pounds on a sustained basis, with heavier objects on an occasional basis. Requires the ability to climb (e.g. ladders), stoops, kneels, and crouches on a regular basis. Requires sufficient hand-eye coordination, hand and finger dexterity including ability to grasp small devices as well as common tools, and visual acuity to operate specialized equipment and read technical (including blueprints) and safety information.

▪ **Education and Experience**

High School diploma or equivalent required. Completion of a formal training program in a skilled trade desired.

Requires minimum of five (5) years of journey level experience in skilled and/or licensed trade or demonstrated experience. Vocational education or college may substitute for some experience.

▪ **Licenses and Certificates**

Depending upon assignment, a valid California driver's license and/or first aid training may be required.