

FACILITIES MAINTENANCE TECHNICIAN

DEFINITION

Under general supervision, performs journey level maintenance, repair, and renovation of City facilities.

ESSENTIAL FUNCTIONS

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class). Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS

Performs maintenance, repair and renovations in one or more of the following trades: electrical, mechanical, plumbing, carpentry and lock/entry; receives and completes work orders; estimates time and materials needed for assigned jobs; may assist in the training of facilities maintenance employees; may contact vendors and contractor for supplies, materials and job estimates for maintenance projects.

According to area of assignment: repairs, constructs, builds and designs wooden structures and furniture, and finishes counter tops and other wooden surfaces; repairs, maintains, installs, and cleans plumbing, drains and waste line systems; installs, maintains, repairs and troubleshoots electrical and lighting equipment and mechanical gate and door systems; repairs, troubleshoots and maintains auxiliary power generator, fire alarm, security alarm, access-control and surveillance systems; installs, maintains, sets up and removes sound and public address systems and audio/visual equipment; installs and repairs doors, door frames and entry/locking systems.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS

Knowledgeable of skilled trades related to facility maintenance, repair, and renovation

Knowledgeable of occupational hazards and safety guidelines

Knowledgeable of technical manuals and reference materials used in facilities maintenance

Skilled in the safe use of power and hand tools used in facilities maintenance

Skilled in providing and following oral and written communication in English

Skilled in establishing and maintaining productive working relationships

Ability to work independently while exercising good judgment in performing tasks

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

Work is performed in indoor and outdoor environments. Work may require frequent standing, walking, climbing, bending, and lifting up to 50 pounds. Incumbents may be exposed to extreme temperatures and weather, areas under construction, toxic fumes, solvents and chemicals, infectious diseases and water and airborne pathogens.

QUALIFICATIONS

A high school diploma or equivalent combined with formal training in trade maintenance, **AND** two (2) years experience in building or trades maintenance **OR** an equivalent combination of education and experience.

Must possess at the time of application and maintain a valid California Driver's License.