



## MAINTENANCE TECHNICIAN IV-GENERAL MAINTENANCE

### DEFINITION:

Under the supervision of the assigned supervisor, performs general skilled maintenance work in the repair, construction and upkeep of school buildings and equipment; assists designated crews or journey level workers as assigned.

### DISTINGUISHING CHARACTERISTICS:

The Maintenance Technician IV is an intermediate journey-level classification in the Maintenance Technician series. Incumbents have completed an approved apprenticeship program in a specific trade. Incumbents are expected to have four years of journey-level experience. The Maintenance Technician III-classification is an entry-level position in the Maintenance Technician series. Incumbents work independently and perform a variety of duties. Incumbents have at least two years general maintenance experience. The Maintenance Technician V has a higher degree of journey level skills than entry level positions in the series and incumbents have five years of journey-level experience. The Maintenance Technician VI classification serves as the senior technician who can oversee special projects. Incumbents may serve as the backup Foreman and typically have six years of journey-level experience in a specific trade and/or have completed an approved apprenticeship program in a specific trade.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Performs skilled maintenance, installation and repair to buildings and equipment in construction and mechanical trades including plumbing, painting, carpentry, heating, electrical, masonry, metal work, glazing, tile work, roofing, flooring, ventilating systems, welding and mechanics.
- Makes routine and emergency repairs and adjustments to school buildings and facilities per established procedures.
- Straightens and repairs lockers as needed.
- Applies finishes to various surfaces such as wood, metal, glass, plaster, stucco, wallboard, brick and cement.
- Operates various equipment related to assigned duties including power and hand tools;
- Operates light to medium weight trucks and equipment to pick up or deliver equipment, furniture and other supplies; drives a vehicle to conduct work.
- Assists with moving heavy furniture, equipment and materials as assigned.
- Performs duties as part of a crew or independently on routine tasks as assigned.

### QUALIFICATIONS GUIDE

#### Knowledge of:

- Standard tools, equipment, materials, methods and techniques used in general construction, maintenance and repair.
- Appropriate safety precautions and procedures.
- Oral and written communication skills.
- Basic record-keeping techniques.
- Proper lifting techniques.

#### Ability to:

- Perform a variety of skilled maintenance, repair and construction duties in the maintenance of designated facilities and equipment.
- Work independently with little direction.
- Understand and carry out oral and written instructions.
- Establish and maintain cooperative and effective working relationships with others.
- Assist other maintenance personnel in the performance of a variety of duties related to the building trades.
- Operate a variety of assigned tools and equipment effectively and safely.

- **Communicate effectively both orally and in writing.**
- **Learn and apply laws, rules, regulations involved in assigned maintenance activities.**
- **Understand and follow oral and written directions.**
- **Observe health and safety regulations.**
- **Meet schedules and time lines.**

**EDUCATION/EXPERIENCE:**

**Any combination equivalent to: graduation from high school and four years of experience performing building maintenance, custodial duties or related work. Completion of an approved apprenticeship program in a specific trade.**

**LICENSES AND OTHER REQUIREMENTS:**

- **California Class C Driver's license.**

**PHYSICAL DEMANDS:**

**The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- **Dexterity of hands and fingers to operate a variety of equipment.**
- **Bending at the waist, kneeling, stooping or crouching.**
- **Walking or standing for extended periods of time.**
- **Reaching overhead, above the shoulders and horizontally.**
- **Hearing and speaking to exchange information.**
- **Climbing ladders and working from heights.**
- **Seeing to perform assigned general maintenance duties.**
- **Regularly lift and/or move up to 50 pounds; lifting, carrying, pushing or pulling heavy objects up 100 pounds with assistance.**

**WORK ENVIRONMENT:**

**Indoor and outdoor work environment. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Seasonal heat and cold or adverse weather conditions. Moderate exposure to fumes, dust, odors, oil/grease and gases. The noise level in the work environment is usually moderate. Hazards include:**

- **Working around and with machinery having moving parts.**
- **Working on ladders.**
- **Chemical fumes.**

**Previously Revised: 06/2017**