

IMPERIAL COMMUNITY COLLEGE DISTRICT

CLASS TITLE: MAINTENANCE WORKER II

BASIC FUNCTION:

Under direction of the Director of Maintenance and Operations, perform semi-skilled to skilled maintenance and repair work on District buildings, facilities and equipment involving HVAC, electrical, carpentry and plumbing work.

DISTINGUISHING CHARACTERISTICS:

Maintenance Worker II incumbents perform a variety of semi-skilled to skilled maintenance and repair work involving the full spectrum of building and construction trades. Incumbents at the II level either work independently on maintenance assignments or assist higher-level staff in complex facilities maintenance projects. Maintenance Worker I incumbents perform unskilled to semi-skilled maintenance and repair duties and assist others in skilled maintenance work as directed.

REPRESENTATIVE DUTIES:

Perform semi-skilled maintenance and repair work on District buildings, facilities and equipment involving HVAC, electrical, carpentry and plumbing work.

Participate in the maintenance, diagnosis, adjustment, lubrication and repair of heating and ventilating equipment, compressors, motors, pumps and related equipment; replenish or change oil and grease moving parts; replace motors, switches, tubing, wiring, belts, filters and pump packing.

Troubleshoot electrical problems and make necessary repairs including replacement of wiring, ballasts, switches, fuses, receptacles, outlets, and plugs as required; install new electrical equipment, repair electrical equipment, light circuits and transformers as needed.

Repair, replace and construct woodwork including shelves and cabinets; assemble, install and repair furniture, bookshelves, fences, bulletin boards and other items; participate in remodeling projects including moving and constructing walls, partitions and ceilings; hang doors and replace locks.

Repair, alter and construct a variety of articles and structures of wood such as partitions, counters, doors, window frames and sheds.

Maintain or assist in the maintenance, diagnosis, repair or replacement of plumbing fixtures, water faucets, valves, drinking fountains, fittings and gaskets; utilize appropriate tools to clean and clear clogged drains and obstructed sewer lines; install new water lines, water tower and pipes as needed.

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Inspect and assure proper operation of safety equipment including fire extinguishers; identify and report unsafe conditions and hazards.

Repair water pumps, hot water heaters, boilers and exhaust and circulation fans as required.

Grease and repair blower motors, sewer plant pumps and water tower blowers.

Order material according to established procedures.

Perform formwork; install reinforcing steel in foundations, pour and finish slab and foundations concrete work; install vinyl tile and paint floor.

Hang dry wall, tape and prepare surfaces for painting; insulate walls and ceilings as required.

Operate a wide variety of tools and equipment used in the construction trades including a fork lift, bucket truck, electrical meters, electrical saws, drills, planers, router, power nail gun, voltmeter, welding equipment, and other hand and power tools.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, materials, tools and equipment used in semi-skilled to skilled maintenance work in one or more of the building trades.

Operation and use of a wide variety of hand and power tools and equipment used in maintenance work.

Requirements of maintaining buildings and facilities in good condition.

Shop math.

Health and safety regulations and procedures.

Proper methods of storing equipment, materials and supplies.

Proper lifting techniques.

ABILITY TO:

Perform semi-skilled to skilled work in the construction, renovation, maintenance and repair of buildings and facilities.

Read plans and blue prints.

Bend conduit and solder pipe.

Operate, service and make minor repairs on equipment.

Estimate and order required supplies and equipment.

Participate in major maintenance projects.

Respond to immediate maintenance needs on campus.

Work both independently and as a member of a team.

Meet schedules and time lines.
Communicate effectively with others.
Maintain routine records related to work performed.
Make basic arithmetic calculations and take accurate measurements related to maintenance work and projects.

EDUCATION AND EXPERIENCES: Any combination equivalent to: three years of increasingly responsible experience in maintenance trades with special emphasis in electrical, HVAC and plumbing.

LICENSES AND OTHER REQUIREMENTS: Valid California driver's license.

WORKING CONDITIONS: Work is performed in both indoor and outdoor environments, subject to exposure to adverse weather conditions, working in confined spaces and dust or other airborne particles, vehicle and equipment noise. Employees frequently operate a maintenance vehicle and travel to various College locations to conduct work.

PHYSICAL DEMANDS: Must be able to walk and stand most of the workday. Must perform heavy manual labor for extended periods of time, and incumbents are required to regularly lift and carry objects weighing up to 50 pounds unassisted; must stoop, kneel, reach and grasp; operate a backhoe and other maintenance vehicles; use hands to finger, handle, or feel objects, tools or controls; climb ladders, stoop, kneel, crouch, crawl, reach, grasp and twist; hear and understand voices over telephone and in person to receive verbal instructions.