

TITLE

Maintenance Employees

QUALIFICATIONS

- Able to read, write, speak and understand English.
- At least one (1) year of experience so that with appropriate training they may serve in the specific role for which they will be employed.
- Meets the necessary health and physical qualifications.

JOB GOAL

To help maintain the equipment and buildings in a condition of operating excellence so that full use of them may be made at all times.

ESSENTIAL FUNCTIONS

- Inspect buildings and machinery for defects.
- Repair and maintain machinery, plumbing, physical structures, and electrical wiring fixtures in accordance with building codes.
- Install electrical equipment and repair or replace wiring and fixtures.
- Perform air conditioning and refrigeration repairs.
- Perform preventive maintenance to buildings and equipment.
- Paint walls, floors, woodwork and building fixtures.
- Care for the tools, equipment, and material under their supervision, seeing that they are stored properly, clean and good repair.
- Know and follow all safety rules and proper procedures associated with the responsibilities of the job.
- Perform other work-related duties as assigned.

PHYSICAL DEMANDS

This job may require lifting of objects weighing up to 50 lbs. With frequent lifting and/or carrying of objects weighing up to 25 lbs. Other physical demands that may be required are as follows:

- Lifting, carrying, pushing and/or pulling
- Climbing and/or balancing
- Stooping, kneeling and/or crawling
- Reaching
- Seeing

VOCATIONAL PREPARATION

The required vocational preparation may come from any of the following:

- Vocational education
- Apprentice training
- On-the-job training
- Essential experience

TEMPERAMENT (Personal traits)

- Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.
- Adaptability to situations requiring the precise attainment of set limits, tolerances, or standards.
- Adaptability to dealing with people.
- Adaptability to making generalizations, evaluations, or decisions based on sensory or judgmental criteria.

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

- Intelligence: The ability to understand instructions and underlying principles. Ability to understand instructions and underlying principles. Ability to reason and make judgments.
- Spatial: Ability to comprehend forms in space and understand relationships of plane and solid objects.
- Form Perception: To make visual comparisons and discriminations and see slight differences in shapes and shadings.
- Manual Dexterity: Ability to move the hands easily and skillfully.

WORK CONDITIONS

Experiences some physical discomfort due to exposure to weather conditions and dust.

GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.

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