

**San Jose · Evergreen Community College District
Classified Job Description**

Position: Facilities Maintenance Worker

Department: Maintenance

Location: District Office

Date: Jan. 26, 2022

POSITION PURPOSE

Under general supervision, performs semi-skilled preventive maintenance and repair work on District buildings and facilities and assists skilled craft-workers in a variety of plumbing, electrical, carpentry, painting, maintenance and repair tasks. General supervision is provided by the Maintenance Supervisor or assigned administrator. Immediate, technical, and functional supervision may be provided by skilled craft workers depending upon the work assignment

KEY DUTIES AND RESPONSIBILITIES:

1. Under the supervision, assist in replacing wiring, fuses, switches, lighting systems and other related fixtures and equipment; pull wiring and install boxes.
2. Perform swimming pool maintenance procedures including operation and maintenance off automatic chemical control units, chemical testing, and chemical monitoring.
3. Pull wiring and install lighting ballast and lamps.
4. Assist in repairing, installing, and constructing tables, shelves, cabinets, countertops and other wood fixtures; operate hand-held power tools in the process.
5. Assist in preparing surfaces for painting, wallpapering and staining.
6. Assist in installing and repairing plumbing, heating, cooling, and gas fixtures and lines
7. May install and make emergency repairs to plumbing fixtures, pipes, washers and gaskets including flushing valves and clearing lines.
8. Break up, frame, mix, pour and finish concrete.
9. Assist in repairing roofs, doors, windows, ceilings, tiles and similar building elements.
10. Assist in preventive maintenance on a variety of equipment.
11. Under direct supervision, assist in the replacement and maintenance of motors, bearings, pumps, fan assemblies, thermostats and pulleys.
12. Pick-up and deliver material and supplies.
13. Clean up work sites.
14. Operate forklifts, jackhammers, cement cutters, mixers, and other related construction and maintenance equipment.
15. Perform gas and arc weld welding; fabricate brackets for pipes and support for wrought-iron fences or handrails.
16. Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

1. Work Order Systems or programs.
2. Basic construction and repair methods.
3. Operate and application of a variety of construction tools and equipment.
4. Basic welding.
5. Mechanical and operational principles.
6. Occupational hazards and safety precautions.

Ability to:

1. Read and interpret blueprints and schematics.
2. Perform semi-skilled maintenance and repair work without detailed instructions while assisting skilled craft-workers in the plumbing, electrical, painting or carpentry trade areas.
3. Use and care for tools, supplies and materials required in the work.
4. Carry out sustained physical activities and lift heavy equipment.
5. Work at heights, in confined spaces and other adverse weather conditions.
6. Work effectively with others encountered in the course of work.
7. Make repairs in emergency situations.
8. Understand and follow oral and written instructions.

Experience and Education:

1. Educational equivalent to the completion of the twelfth grade.
2. One year of building maintenance, construction or related work involving a wide range of systems, components, and related equipment.
3. Demonstrated sensitivity, knowledge and understanding of the diverse academic, socioeconomic, gender identity, sexual orientation, cultural, disability, and ethnic backgrounds of groups historically underrepresented, and groups who may have experienced discrimination.

License Requirement:

1. Possession of a valid Class C California Driver's License.
2. Possession of or ability to obtain a Fire Extinguisher Inspector Certificate recognized by the State of California.

WORKING CONDITIONS:

Environment:

1. Indoor, office environment and outdoor environment, with climate changes.

2. Hazardous conditions.
3. Include travel to conduct work.

Physical Abilities:

1. Hearing and speaking to exchange information.
2. Dexterity of hands to perform the tasks required of the position.
3. Sight in order to be aware of hazards and dangers found in the nature of the work.
4. Regularly stand, walk, and sit for extended periods.
5. Ability to climb, stoop, kneel, reach, push, pull, grasp, and perform repetitive motions.
6. Climb ladders of varying heights.
7. Ability to maneuver in crawl spaces, attics, and utility tunnels.
8. Lift moderate to heavy objects up to 50 lbs.

Board Approved: 08/2005; Recl 03/20/1990; 01/25/2022 (min. qualification change)
Salary Range: 82
EEO Category: 2B6 – Maintenance/Skilled Crafts