

IMPERIAL COMMUNITY COLLEGE DISTRICT

CLASS TITLE: MAINTENANCE WORKER

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, locksmith, and plumbing work.

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.

Maintenance Worker

Classified: Range 19

Board Approved: 07/01/2022

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:

EDUCATION AND EXPERIENCES: Any combination equivalent to: three years of increasingly responsible experience in maintenance trades.

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

WORKING CONDITIONS:

ENVIRONMENT:

Outdoors/Indoors.

PHYSICAL DEMANDS:

Incorporated within one or more of the previously mentioned essential functions of this job description are essential physical requirements. The chart below indicates the percentage of time spent on each of the following essential physical requirements.

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| 1. | Seldom = Less than 25 percent | 3. | Often = 51-75 percent |
| 2. | Occasional = 25-50 percent | 4. | Very Frequent = 76 percent and above |
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| <u>2</u> | a. | Ability to work at a desk, conference table, or in meetings of various configurations. |
| <u>3</u> | b. | Ability to stand for extended periods of time. |
| <u>1</u> | c. | Ability to sit for extended periods of time. |
| <u>3</u> | d. | Ability to see for the purpose of reading printed matter. |
| <u>3</u> | e. | Ability to hear and understand speech at normal levels. |
| <u>4</u> | f. | Ability to communicate so others will be able to clearly understand a normal conversation. |
| <u>3</u> | g. | Ability to bend and twist. |
| <u>2</u> | h. | Ability to lift <u>25</u> pounds. |
| <u>2</u> | I. | Ability to carry <u>25</u> pounds. |
| <u>1</u> | j. | Ability to operate office equipment, computer, or related peripherals. |
| <u>3</u> | k. | Ability to reach in all directions. |

This job description is intended to describe the general nature and level of work being performed. It is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of individuals so classified.

Maintenance Worker

Classified: Range 26

Board Approved: 07/01/2022