

YUBA COMMUNITY COLLEGE DISTRICT

CLASS TITLE: BUILDING MAINTENANCE WORKER

BASIC FUNCTION:

Under the direction of the Maintenance Supervisor, perform routine and emergency semi- skilled maintenance in a variety of trades on assigned buildings, facilities, furnishings and equipment; assist other trades personnel as assigned.

REPRESENTATIVE DUTIES:

Perform scheduled preventive maintenance inspections and service in assigned area of campus including HVAC units, fans, pumps, water coolers, water heaters, air compressors, cold cases, ice makers, refrigerators, freezers and other various equipment. (E)

Perform service indicated by preventive maintenance inspection, including changing filters and belts, lubing, cleaning strainers, correcting leaks, aligning motors and fan pulleys and other required service. (E)

Respond to calls for emergency repair and service; review problems and determine repair requirements; perform minor or emergency repairs; notify appropriate personnel of major repairs needed to be performed by Project Mechanics. (E)

Operate hand and power tools including snakes, jackhammers, drills, saws, pipe cutters and threads, arc and acetylene welding equipment, steam cleaners, power shears, tile cutters, wood sanders, planes and test equipment. (E)

Inspect and maintain lights and lighting fixtures; replace light bulbs, switches, ballasts and other related electrical equipment. (E)

Install, repair and replace doors and related hardware, lockers, shelving, cabinets, partitions, mirrors, plumbing fixtures, electrical outlets, switches and fixtures, roofing, floor coverings, ceiling tile and a variety of other equipment and appliances. (E)

Inspect daily operations of campus boilers; log boiler temperature, pressure, exhaust temperature and water makeup; adjust heating and air conditioning controls. (E)

Repair and maintain interior and exterior door locks and operating mechanisms; adjust electrical doors, crash bar doors and others.

Perform general masonry repair and painting as assigned.

Maintain adequate supply of tools, materials and equipment; order and purchase supplies and equipment according to established guidelines.

Perform related duties as assigned.

KNOWLEDGE OF:

Applicable codes and regulations for minor plumbing, electrical and other repair.

Health and safety regulations.

Tools, methods, materials, equipment and practices used in building maintenance and repair.

ABILITY TO:

Operate a variety of hand and power tools and equipment efficiently and safely.
Perform a wide variety of maintenance duties associated with buildings and related fixtures and equipment.
Work from sketches, drawings and blueprints.
Understand and follow oral and written instructions.
Write legibly.
Maintain work orders, logs and others documenting work performed.
Work cooperatively with others.
Meet schedules and time lines.

EDUCATION AND EXPERIENCE: Any combination equivalent to: graduation from high school and three years increasingly responsible experience in building and facilities maintenance work.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

ENVIRONMENT:

Indoor and outdoor work environment.
Driving a vehicle to conduct work.
Potential exposure to fumes, dust and odors.
Seasonal heat and cold or adverse weather conditions.

PHYSICAL ABILITIES:

Dexterity of hands and fingers to operate various maintenance tools and equipment.
Climbing ladders.
Lifting, carrying, pushing and pulling heavy objects.
Walking.
Reaching overhead, above the shoulders and horizontally.
Heavy physical labor.
Seeing to perform various work assignments.
Bending at the waist.
Kneeling or crouching.

HAZARDS:

Fumes from paints and solvents.
Working around and with machinery having moving parts.
Working at heights.