MAINTENANCE TECHNICIAN
(Various trades)

DEFINITION

Under general supervision, performs skilled installation, maintenance and repair work in one or more of the following trade areas: carpentry, equipment, painting, plumbing for College buildings, facilities, rolling stock and related equipment; performs related duties as required or assigned.

CLASS CHARACTERISTICS

This is a journey level class, with incumbents expected to independently perform all duties common to their trade area of expertise. In addition, responsibilities may include working with other skilled trade persons as a crew on major projects. Although overall supervision and scheduling is provided, each incumbent overviews and estimates time, materials and labor requirements for individual assignments.

EXAMPLES OF DUTIES (Illustrative Only)

All positions perform the following:

- Plans, designs, lays out and performs trade assignments
- Reads and interprets plans, blueprints, and specifications
- Estimates materials, tools and equipment needed for work assignments
- Orders and picks up materials and supplies from outside vendors as appropriate
- Prepares cost estimates for jobs
- Operates and maintains a wide variety of hand and power tools, shop tools and other equipment used in the trade
- Operates trucks and auxiliary equipment
- Observes safe work methods and safety precautions related to the work
- Uses appropriate safety equipment and devices
- Attends safety meetings
- Inspects and repairs safety hazards encountered in the course of the work
- Preares a variety of records, including work orders, progress reports, requisitions, etc.
- Leads and directs the work of less experienced assistants in a specified trade assignment
- Instructs and trains assistants in proper work methods and job safety
- Works independently without immediate supervision
- Assists in developing specifications for contract work
- Inspects contract work for conformity to specifications
- Recommends remedial work as necessary
- Assists other Maintenance Technicians in specified projects
- Performs related duties as required or assigned
EXAMPLES OF DUTIES (continued)

Maintenance Technician (various trades):

Carpenter:

- Performs a wide variety of carpentry and related trade work in the construction, maintenance and repair of College buildings, instructional and recreational facilities, and related structures
- Performs rough and finish carpentry on structures, construction and remodeling, including framing, siding, roofs, doors, flooring, windows, partitions, tables, counters, cabinets, fences, gates and related structures
- Performs concrete work and masonry to construct and repair foundations, walls, walks, patios and other structures
- Repairs chairs, benches, file cabinets, desks and other wooden structures

Auto Mechanic:

- Performs vehicle mechanical repair and maintenance work on gasoline and diesel powered vehicles
- Diagnoses, repairs and maintains a wide variety of automobiles and trucks and their component systems
- Performs vehicle safety inspections
- Troubleshoots and diagnoses operating problems
- Removes, overhauls, repairs, replaces and tests assigned equipment
- Performs preventive maintenance
- Overhauls, repairs, and adjusts engines, transmissions, clutches, differentials, carburetors, generators, distributors and pumps
- Fits and adjusts bearings
- Performs welding, brazing and silver soldering
- Makes minor repairs to radiators, fenders, and body areas
- Installs and reconditions electrical systems, spark plugs, distributors, condensers, points and rotors
- Tests and repairs starters and recharges batteries
- Overhauls master and wheel cylinders
- Relines and adjusts brakes
- Lubricates parts as required
- Uses and maintains a set of hand, power and shop tools and test equipment related to the work

Painter:

- Performs a wide variety of painting and related trade work in the construction, maintenance and repair of College buildings, instructional and recreational facilities, and related structures
- Hangs, tapes and textures interior wallboard and various wall coverings
- Paints signs
- Patches plaster, and applies paneling to finish interiors
- Masks, sandblasts, brushes and chemically prepares surface for painting
- Operates spray equipment and uses manual tools to paint interior and exterior surfaces, equipment and facilities
- Makes and installs signs on College property
EXAMPLES OF DUTIES (continued)

Plumber:

- Installs, maintains and repairs the water production, chlorination and distribution system as well as the wastewater collection system
- Performs a wide variety of plumbing and related trade work in the construction, maintenance and repair of College buildings, instructional and recreational facilities, and related structures
- Repairs piping systems, irrigation systems, toilets, fountains, drains and other plumbing fixtures
- Installs a variety of plumbing and equipment
- Troubleshoots operating problems
- Performs preventive maintenance
- Installs and maintains cathodic protection systems

QUALIFICATIONS

Knowledge of:

- Principles and techniques of construction, repair and maintenance work in the trade specialty area at the journey level
- Specific methods and materials used in the assigned trade
- Operation and maintenance of a wide variety of hand, power and shop tools, test equipment and other equipment common to the trade
- Safe work methods and safety regulations relating to the work
- Shop mathematics

Skill in:

- Operating and maintaining specialized tools used in the trade specialty area
- Measuring and calculating angles, lengths, and volumes
- Designing, laying out and preparing sketches and plans for construction and remodeling projects
- Estimating necessary materials and equipment to complete assignments
- Exercising judgment and initiative without close supervision
- Preparing basic records and reports
- Reading and interpreting manuals, specifications, drawings, plans and blueprints
- Understanding and following oral and written instructions
- Establishing and maintaining effective working relationships with those contacted in the course of the work

Other Requirements:

- Must possess a valid California drivers license and a safe driving record
- Specified positions may require a Class B license
- Must possess sufficient strength and stamina to perform heavy physical labor and lift and maneuver objects weighing up to 100 pounds, with assistance
- Must be willing to respond to emergencies in off-hours as necessary
- Must be willing to work outdoors in all weather conditions
- Must be willing to work with exposure to unpleasant and potentially hazardous substances, using proper safety equipment and procedures
QUALIFICATIONS (continued)

Education and Experience:

A typical way of gaining the knowledge and skills outlined above is:

Equivalent to completion of a recognized apprenticeship program in the area of specialty and two years of journey level work experience. Additional work experience in the appropriate field may be substituted for the formal apprenticeship program on a year for year basis to a maximum of four years.

July 1991
Revised: July 2002