

## Tradesworker-Facilities Maintenance Worker III



*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

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### JOB SUMMARY

To perform a variety of skilled and semi-skilled work in the maintenance, repair, alteration, and construction of city buildings, facilities, parks equipment, and fixtures, including carpentry, painting, electrical, HVAC, and plumbing.

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Performs semi-skilled to skilled work in several of the trades—construction, electrical, plumbing, mechanical, and HVAC—whereby the incumbent holds primary responsibility for all-around maintenance of assigned facility(s) or area. This position performs general to moderately complex trades maintenance work independently as assigned.

### ESSENTIAL JOB FUNCTIONS (examples, not all-inclusive)

*The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.*

- Maintain and repair city facilities, equipment, irrigation systems or timers, appliances, and buildings by performing a variety of skilled carpentry, masonry, painting, concrete work, welding, plumbing, irrigation, storm drain, and mechanical repair work.
- Install, adjust, repair, and inspect equipment, including exhaust fans, air filters, and compressors; verify and adjust fluid levels.
- Repair and replace plumbing fixtures, including sinks, toilets, irrigation valves, heads or timers, faucets, pipes, infrastructure drainage pipes, and ice makers.
- Perform journey-level carpentry work, including the fabrication, construction, installation, remodeling, and repairing of furniture, cabinets, trim, sheetrock, walls, doors, and other carpentry work as assigned.
- Perform routine electrical repairs.
- Perform basic heating and air conditioning repairs.
- Operate, maintain, and repair a variety of mechanical tools and equipment such as key duplicators, break flow presenters, power saws, welders, vacuum pumps, drills, air compressors, and various hand tools required for carpentry, plumbing, and maintenance skills.
- Participate in the estimation of repair and maintenance, including submitting cost estimates to the supervisor.

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- Install, maintain, and repair a variety of floor coverings and roof coverings as required.
- Mix and dilute paint solutions; prepare and paint projects as requested, including sanding, caulking, mudding, and cleaning surfaces.
- Read and interpret sketches, diagrams, and blueprints.
- Performs moderately complex to advanced construction, maintenance, and repairs on structures, facilities, equipment, and other college property in the construction, electrical, plumbing, mechanical, or HVAC trade.
- Performs moderately complex maintenance and repairs on mechanical systems and components in the pump mechanical, HVAC, or electronics trade.
- Reads blueprints, diagrams, and sketches in the preparation and performance of tasks.
- Performs preventive maintenance according to assigned schedules or when directed.
- Operates various hand-held manual, electrical, and gas-powered tools and equipment, i.e., such as shovels, mixers, sprayers, drills, hammers, etc.
- Maintains and ensures the safe operating condition of assigned equipment, tools, and vehicles according to established policy and sound trade practices.
- Performs various record maintenance duties where applicable, i.e., work orders, materials and supplies utilized, cost estimates, labor required, maintenance logs, and fuel logs.
- Recognizes and reports any detected deterioration, repair needs, and maintenance needs to the supervisor.
- Acquires greater skill and experience through participating in more complex tasks/tasks that are more complex, and assists with the planning, estimating, and coordination of such.
- Functions in a lead capacity over Tradesworkers level I and II level Tradesworkers for complex projects requiring greater skill and manpower/workforce, as directed.
- Performs basic to complex electrical repair and installation tasks, e.g., such as replacing switches and circuits, testing amperage, changing out fixtures, and working on parking lot fixtures.
- Performs basic to complex plumbing tasks, e.g., replacing sinks, water fountains, toilets, valves, leaking components, troubleshooting, and repairing/replacing pumps.
- Performs other duties as directed.

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## QUALIFICATIONS

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### Education and Experience:

High school diploma or equivalent required. Journey license or certification in one or more trades, such as, Limited Electrical, HVAC, or Plumbing; CPR certification to include AED training. Possess a commercial valid driver's license (CDL) class B and the ability to maintain insurability preferred. A minimum of one (1) year ~~Three to four (3-4) years~~ of experience or more of the building maintenance trades preferred. Equivalent to the completion of the twelfth grade, with vocational training in one or more of the building maintenance trades, or equivalent on the job training in a related field; or an equivalent combination of education, training, and experience. A commercial driver's license (CDL) class A or B is preferred. Must possess Freon/Refrigerant Recovery and Handling certification. Additional qualifying experience or completion of coursework at an accredited college or university in a job-related field may substitute on a year-for-year basis for one year of the required experience or education. Must possess or be able to obtain a valid State of Florida driver's license by the date of hire, and the ability to maintain insurability.

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### Knowledge, Skills, and Abilities:

Knowledge of:

- Methods, practices, and equipment used in building maintenance services and activities, including a variety of building trade work.
- Methods, practices, and equipment used in irrigation system installation and maintenance.
- Tools and equipment used in building and construction maintenance, reconstruction, and repair work.
- Federal, state, and local policies, procedures, and codes related to facility maintenance and repair.
- Occupational hazards and necessary precautions applicable to building and mechanical maintenance.
- Basic knowledge of equipment operation.
- Preventive maintenance requirements.
- Safe work practices.
- The geography of the city and surrounding area.

Ability to:

- Perform a variety of skilled carpentry, welding, plumbing, and mechanical repair work.
- Operate, maintain, and repair a variety of mechanical tools and equipment.
- Identify building maintenance needs and take corrective actions.
- Operate a motor vehicle.
- Work independently in the absence of supervision.
- Read and interpret sketches, drawings, diagrams, and blueprints.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Knowledge of tools, materials, and equipment utilized in the primary trade discipline of assignment.
- Knowledge of standards practices and techniques for the safe handling and effective operation of trade tools and equipment.
- Skill in the basic to complex application of tools, techniques, principles, practices, and methods applicable to the primary trade of assignment.
- Ability to read, write, and interpret a wide variety of technical documentation applicable to assigned areas, e.g., schematics, diagrams, sketches, and blueprints.
- Ability to fulfill physical requirements and demands of work.
- Ability to operate a variety of light equipment.
- Ability to communicate orally.

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Supervision Received/Exercised:

- Receives administrative direction from the Public Works Director or his/her/their Designee.
- No supervisory responsibilities.

PHYSICAL/MENTAL DEMANDS

~~Tasks involve moderate to heavy physical effort, including heavy lifting, carrying, pushing, and pulling equipment or supplies of heavy weight (e.g., up to 50 or more pounds), climb stairs or ladders, remaining in positions requiring prolonged standing, walking, or sitting. Tasks require physical agility, in which some combination of the following is typically required: bending, kneeling, climbing, crawling, and stooping. Tasks may involve extended periods working in outdoor conditions with exposure to disagreeable environmental conditions, e.g., solar radiation, heat, dust, dirt, humidity, fumes, gases, smoke, acute vibrations, electrical hazards, and confined or elevated workspaces. These tasks include making observations, communicating, reading and writing, use of computers/tablets, operating equipment, making decisions, using judgment, estimating, calculating, and demonstrating intellectual capabilities and close collaboration with others.~~

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~~Tasks involve the ability to exert moderate to heavy physical effort, which may involve heavy lifting, carrying, pushing, and pulling of objects and materials of heavy weight (e.g., up to 100 or more pounds).~~

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~~Tasks require physical agility, in which some combination of the following is typically required, e.g., bending, kneeling, climbing, crawling, stooping. Tasks require sound and visual perception and discrimination. Tasks may involve extended periods of time working in outdoor conditions with exposure to disagreeable environmental conditions, e.g., solar radiation, heat, and humidity.~~

### WORKING CONDITIONS

~~Primarily operates in an outdoor environment with exposure to environmental risks, occasionally transitioning to indoor settings. Tasks are regularly performed inside and outside with potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes and poor ventilation, wetness, humidity, rain, temperature, and noise extremes, machinery and moving vehicles, vibrations, electric currents, animals/wildlife, toxic/poisonous agents, gases or chemicals, oils and other cutting fluids, violence and disease, or pathogenic substances.~~

This position is considered essential for disaster recovery efforts.