

ASSISTANT MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for assisting in the repair and maintenance of buildings, grounds, machinery, equipment, roads, recreation areas, utility plants, or other facilities. Duties will include making repairs requiring a good level of general skill in mechanics or in building trades such as carpentry, plumbing, and electrical work. Work is performed under general supervision with leeway for independently performing most job duties. Direction and supervision may be provided to laborers or other maintenance workers assigned to a particular project.

TYPICAL WORK ACTIVITIES:

Makes electrical, plumbing, carpentry, or heating / ventilation system repairs;

Inspects the facility to determine the need for repairs or maintenance activities;

Makes mechanical repairs to machinery and equipment;

Paint signs, buildings, fences, equipment, etc.;

Mows lawns or recreation areas and maintains landscaped areas;

May assist in scheduling and directing staff;

Maintains a variety of logs or records pertaining to work activities;

Performs special duties such as golf course maintenance, ski-hill maintenance, recreation park maintenance, or other special duties consistent with a particular job assignment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of the practices, tools, terminology, and safety procedures used in mechanical and building trades; ability to work from plans and specifications; ability to follow oral and written directions; and mechanical aptitude.

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MINIMUM QUALIFICATIONS: Two years of experience in a mechanical or construction trade such as mechanics, plumbing, carpentry, electricity, etc.