

## BUILDING MAINTENANCE WORKER II

**POSITION SUMMARY:** To perform the more difficult and responsible semi-skilled and heavy labor work involving the maintenance of City buildings and to perform related work as required.

**SUPERVISION RECEIVED:** Work is performed under the general super-vision of official assigned this responsibility.

**SUPERVISION EXERCISED:** May supervise employees responsible for general cleaning and custodial work.

**ESSENTIAL JOB FUNCTIONS:** An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Perform the more difficult and responsible equipment operations, semi-skilled and labor tasks connected with building maintenance activities.
2. Dismantles machines or equipment to gain access to defective parts, and repairs them.
3. Cleans and lubricates shafts, bearings, gears, pulleys and other parts of machinery.
4. Measures, cuts and installs pipe and tubing for gas, water and hydraulic lines.
5. Repairs and replaces gauges, valves, pressure regulators, and other plumbing equipment, and opens clogged drains.
6. Repairs or replaces electrical wiring fixtures and small electrical equipment.
7. Makes and repairs counters, partitions and other wooden structures using carpenter tools.
8. Paints wall, floors, woodwork and fixtures.
9. Replaces and repairs brick and plaster walls.
10. Cleans and maintains ground and walks.
11. May supervise custodial employees.
12. Performs duties of Building Maintenance Worker.
13. Maintains and purchases maintenance and janitorial supplies, interviews sales-personnel.
14. Performs related work as required.

**KNOWLEDGE, SKILLS AND ABILITIES:** The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.

- Knowledge of building maintenance and cleaning practices, supplies and equipment.
- Knowledge of carpentry, plumbing, heating, electricity and air conditioning.
- Ability to supervise custodial employees.
- Ability to perform semi-skilled maintenance and repair tasks without supervision.
- Preferably graduation from an accredited high school.
- Considerable experience in performing a variety of building maintenance activities.
- Ability to read blueprints, manuals and building codes.
- Service and repair or assist in the service and repair of air conditioning and heating systems.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:** The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.