

**SKILLED MAINTENANCE CRAFTS WORKER II**

**DEFINITION**

Performs skilled work relating to one or more of the building trades in the repair, construction, installation and/or alteration of college facilities.

**DISTINGUISHING CHARACTERISTICS**

Performs at or near journey-level maintenance and repair work in one or more building trades and is capable of semi-skilled to skilled performance in several others. These skills include but are not limited to heating, ventilating, air conditioning, electrical, carpentry, locksmith, plumbing, painting, roofing, flooring and welding.

**SUPERVISION RECEIVED AND EXERCISED**

Supervision is received by the Maintenance & Operations Supervisor.

Provides work direction to lower-level staff. Supervision is exercised over student workers.

**EXAMPLES OF DUTIES**

Inspects, repairs, fabricates, installs, services and maintains equipment and buildings of the college in the specialties for which qualified.

Plans jobs, and orders materials needed.

Maintains required records, and makes progress and other reports where necessary.

Provides maintenance and security for tools and equipment used.

Operates vehicles as necessary.

Selects, trains, evaluates and maintains schedules of student workers.

Performs all other maintenance duties within skill areas as required and qualified.

**QUALIFICATIONS**

**Knowledge of:**

Materials, tools and skills at the journeyman level in the primary qualifying trade.

Working knowledge of all applicable codes.

**Ability to:**

Ability to exercise good judgment and work effectively in the absence of supervision.

Perform strenuous physical work.

Follow safe work practices.

Be adaptable to changing situations.

## **QUALIFICATIONS (continued)**

Carry out oral and written instructions.

Read, write and compute at the level required by the position.

Work independently.

Skillfully and safely operate and care for particular kinds of equipment assigned.

Establish and maintain effective working relationships with faculty, staff, and students.

Interview, train, and provide work direction to student workers.

## **EMPLOYMENT STANDARDS**

### **Minimum Qualifications:**

Five years of experience in a primary qualifying craft trade repairing and maintaining large physical plant installations with at least one year at the journey level.

### **Licenses or Certificates:**

Possession of a valid State of California Class 3 driver license.