

ORANGE COUNTY CLASS SPECIFICATION

TITLE: BUILDING MAINTENANCE MECHANIC **GRADE:** 08

TITLE ABBREVIATION: BLDG MAINT MECH **TITLE NO.:** 6119

JURIS. CL: NC **SALARY CODE:** 01 **EEO CODE:** SC **FLSA CODE:** NE

DEPARTMENT: VARIOUS **DIVISION:**

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for performing a variety of tasks in connection with the maintenance, repair, and/or construction of county facilities, grounds, and/or equipment. Work is performed in accordance with established policies and procedures under the general supervision of a designated supervisor. May oversee and direct the work of designated personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Maintains a facility and equipment preventative maintenance program;
2. Makes carpentry, plumbing, steam fitting and mechanical repairs;
3. Inspects, operates and services engines and electrical motors, pumps and other equipment, replacing fuses, seals, packing, oiling, greasing, etc. as required to assure proper maintenance and operation;
4. Paints interior and exterior surfaces;
5. Performs and supervises custodial tasks and personnel;
6. Installs and/or repairs roofs, ceilings, walls, floors, windows, doors and/or other facility maintenance tasks;
7. Operates and maintains high pressure and other heating systems, cooling systems and air conditioning equipment; monitors system performance and reports malfunctions;
8. Installs, replaces and/or repairs electrical fixtures, sockets, wiring, etc.;
9. May participate in snow and ice control operations including driving and/or operating plows, snow blowers, or related equipment, shoveling snow, spreading salt and sand, chipping ice, etc.;

10. May perform operations, maintenance and/or other work on wastewater treatment plant equipment and machinery;
11. May assist with the construction of special items as needed.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the practices, tools and materials used in the maintenance and repair of building facilities and equipment; working knowledge of the operation of simple mechanical equipment; mechanical aptitude; ability to follow oral and written directions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from high school or possession of a high school equivalency diploma and possession of a certificate of completion from a vocational/technical school program in building maintenance or a building trade and one (1) year of work experience which shall have included general building maintenance or building trades work; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and three (3) years of experience as defined in (A) above; OR
- (C) Five (5) years experience as defined in (A) above.

SPECIAL REQUIREMENT: Possess and maintain a valid driver's license.

REVISED: 7/10/17 AT