



**Classification Title: Facilities Maintenance Technician**

<b>Department:</b>	Multiple	<b>EEO6 Code:</b>	7
<b>Employee Group:</b>	Classified	<b>Salary Grade:</b>	18
<b>Supervision Received From:</b>	An Assigned Administrator or Supervisor	<b>Date of Origin:</b>	9/2016
<b>Supervision Given:</b>	General Supervision	<b>Last Revision:</b>	10/2022

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed by individual positions.*

**JOB SUMMARY.**

Performs a wide variety of building trades tasks in the maintenance, repair, alternation and construction of District buildings and facilities; assists other Facilities personnel who are performing journey-level electrical, carpentry, plumbing, HVAC and other duties.

**DISTINGUISHING CHARACTERISTICS.**

The Facilities Maintenance Technician is distinguished from the journey-level building trades classes by its responsibility for assisting with and performing a variety of semi-skilled and skilled duties in the maintenance, repair and servicing of buildings, facilities, equipment and mechanical systems.

**ESSENTIAL AND MARGINAL FUNCTION STATEMENTS.**

**Essential Functions:** Essential responsibilities and duties may include, but are not limited to, the following:

1. Performs a variety of semi-skilled and skilled tasks involved in the maintenance, servicing and repair of plumbing, HVAC and electrical equipment, fixtures and systems; diagnoses equipment failures and problems; reads and interprets instructions, drawings, schematics, specifications and building codes; estimates and requisitions materials and supplies for assigned jobs; responds to emergency calls and routine calls for service.
2. Installs and repairs plumbing fixtures on toilets, sinks, drinking fountains, water piping and other equipment and appliances; packs faucets, wipes and flushes joints; cleans out drains and obstructions in water systems.
3. Installs, maintains and services air conditioning, heating, ventilation and refrigeration equipment including electrical controls; changes filters; cleans, oils and lubricates motors and bearings and adjusts belts and pulleys; performs regularly scheduled preventative maintenance; cleans coils and vacuum equipment.
4. Inspects, cleans, repairs and maintains lighting fixtures and systems, equipment, appliances and fixtures; rewires and replaces defective devices and worn parts.
5. Alters, repairs or constructs articles and structures of wood and other materials, such as partitions, counters, doors, scaffolds and forms; constructs, assembles and installs cabinets, desks, tables and chairs; operates power saws, routers, planers, sanders, joiners and other woodworking equipment.
6. Repairs and paints walls; installs white boards.
7. Performs cement, block and tile work; digs footings, grades surfaces, installs rebar, pours footings and cement; grinds and patches cement; applies texture coating and color coating of block walls.

8. Lays linoleum and ceramic tiles; repairs linoleum, tile and floor carpeting; hangs ceiling tiles.
9. Performs parking lot maintenance activities including picking up trash, patching, crack filling, striping, sealing, asphalt overlay, and painting of lines, curbs and directional arrows.
10. Operates and maintains a variety of hand and power equipment and tools such as backhoes, cement mixers and grinders, drills, saws, finishing tools and a wide variety of hand tools.
11. Maintains a variety of records and logs of work performed.
12. May oversee and direct public service workers.

**Marginal Functions:**

1. Performs custodial duties in classrooms, offices and restrooms; secures and locks assigned buildings and rooms after evening classes.
2. Performs related duties and responsibilities as required.

**QUALIFICATIONS.**

**Experience and Education/Training Guidelines:** Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Experience:** Two years of experience performing semi-skilled work in one of the building trades (carpentry, electrical, HVAC, metal fabrication/welding, painting, plumbing or skilled maintenance).

**Education/Training:** Equivalent to completion of the twelfth grade.

**Licenses/Certificates:**

Possession of an appropriate, valid California driver's license by time of appointment.

**Knowledge of:**

1. Methods, materials, tools and equipment used in rough and finish carpentry, cabinetry and wood finishing.
2. Methods, materials, tools and equipment used in the electrical trades.
3. Shop mathematics.
4. Methods, tools and equipment used in the plumbing trades, including HVAC maintenance.
5. Methods and materials used in concrete work, surface patching, and brick and masonry repair.
6. Surface preparation and application of paints appropriate to different internal and external surfaces.
7. Operation and maintenance of a wide variety of hand, power and shop tools and equipment common to HVAC, electrical, plumbing, carpentry and related building trades.
8. Safe work methods and safety regulations pertaining to the work.
9. Methods, safety and notification requirements applicable to the storage, use and disposal of hazardous materials.

**Skill in:**

1. Performing semi-skilled and skilled building maintenance and repair work applicable to the building trades including plumbing, electrical, carpentry and related areas.
2. Operating and maintaining specialized tools used in HVAC, electrical, carpentry, plumbing and related building trades in a safe and efficient manner.

3. Measuring and calculating angles, lengths and volumes.
4. Understanding and following oral and written instructions.
5. Estimating necessary materials and equipment to complete assignments.
6. Exercising independent judgment and initiative without close supervision.
7. Preparing basic records and reports.
8. Reading and interpreting building codes, manuals, specifications, drawings and blueprints.
9. Maintaining sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff.
10. Establishing and maintaining effective working relationships with those encountered in the course of the work

### **WORKING CONDITIONS.**

**Environmental Conditions:** The employee typically works in outside weather conditions, near moving mechanical parts, and/or is exposed to wet and/or humid conditions and vibration, fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock and the noise level is occasionally loud. The employee travels from job site to job site.

**Physical Conditions:** Essential and marginal functions may require physical fitness requirements necessary to perform the job functions with or without accommodation, such as the ability to perform moderate to heavy lifting and/or moving up to 50 pounds and occasionally up to 100 pounds; bending, stooping, kneeling, crawling; standing and walking for prolonged periods; operating motorized equipment and vehicles; work in high, precarious places. The incumbent requires near visual acuity for the performance of assigned tasks and the ability to hear equipment operating sounds and alarms.

### **TERMS OF EMPLOYMENT.**

The duration of any fully restricted funded position in this classification is dependent upon the continuation of funding.