



Facilities Maintenance Worker I

Department/Division:	Parks and Recreation/Facilities Maintenance
Reports To:	Facilities Maintenance Supervisor
Provides Direction To:	Not Applicable
Date Updated:	July 18, 2022

GENERAL PURPOSE

Under general supervision, performs a variety of semi-skilled and skilled tasks involved in the maintenance, limited construction, or repair of City buildings, facilities and equipment to ensure proper and safe operation; and performs other related duties as required.

DISTINGUISHING CHARACTERISTICS

The Facilities Maintenance Worker I perform a range of facilities maintenance functions involving the trade series, including electrical, plumbing, irrigation, carpentry, drywall, painting, concrete, welding, and roofing work. This job is differentiated from the Facilities Maintenance Worker II which performs advanced diagnosis and design work and completes more specialized projects. The Facilities Maintenance Supervisor has the additional responsibility of prioritizing and assigning tasks and providing direct supervision of work crews.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this position.

1. Conducts regular safety inspections to ensure all buildings, restrooms, and facilities are in safe, clean, and operating order.
2. Diagnoses, repairs, and maintains electrical equipment; installs and repairs electrical wiring and lighting circuits in connection with the repair or alteration of buildings, equipment, and facilities; troubleshoots electrical malfunctions making necessary repairs; replaces ballasts, fluorescent tubes, and bulbs.
3. Performs rough in, top out, and finish plumbing and irrigation repairs to replace broken faucets and pipes; cleans plugged drains; performs routine maintenance on

rpa valves, fittings, and other fixtures; installs new plumbing fixtures and welds and fabricates new pipes and supports.

4. Builds cabinets and shelves; performs limited structural and finish carpentry; hangs doors; finishes wood and repairs a variety of wooden objects; performs lock and window repairs and concrete and tile, and installs doors and glass.
5. Prepares surfaces for painting of interior and exterior walls; applies paint, varnish, shellac, enamel or other protective finishes; removes graffiti.
6. Performs a variety of custodial duties in maintaining park structures, benches and other public facilities including cleaning restroom fixtures and replenishing restroom supplies; cleans roof and roof drains; disposes waste and cleaning waste receptacles and washes windows.
7. Performs swimming pool maintenance and repair including pool filter plants, chlorinators, valves, gauges, meters, and heaters.
8. Maintains heating, ventilation, and air conditioning equipment and performs limited air conditioning repair.
9. Moves, arranges and sets up furniture and equipment for special events and meetings.
10. Prepares daily activity reports.
11. Serves on call to respond to emergency situations and maintenance needs and may work extended hours on weekdays, work nights, and weekends.

QUALIFICATIONS GUIDELINES

Knowledge of:

Knowledge of the materials, tools and methods used in general building repair and maintenance, including electrical, plumbing, carpentry, drywall, painting, concrete, welding and roofing repairs for different types of structures; and safe work practices.

Ability to:

Safe use and care of hand and/or power tools; perform light and finish carpentry, plumbing, electrical, painting, and mechanical repair work; read blueprints; work safely, and establish and maintain cooperative working relationships with others.

Education/Training/Experience:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from high school or equivalent is required, preferably supplemented by course work and training in construction technology.

Experience: Three or more years of general repair and maintenance experience in one or more of the building trades is required.

Licenses/Certificates/Special Requirements:

Depending upon the position assignment, valid Class C California driver's license, acceptable driving record, and proof of insurance in compliance with the City's Vehicle Insurance Policy standards.

Certification in Public Works trades are highly desirable.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk; sit; climb or balance; stoop, kneel, crouch or crawl.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and move materials, tools and equipment weighing up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact with City staff, vendors, contractors, and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee works frequently in office and facility settings. In the field, the employee is occasionally exposed to loud noise from power tools and equipment above 85 decibels in coordinating work at different sites. The employee uses Personal Protective Equipment.

The employee is exposed to cleaning chemicals and agents, including acetones, bleaches, chlorine, and decontaminates as well as greases and oils.