

BUILDING MAINTENANCE PERSON

PURPOSE:

To assist crafts journeypersons in the general maintenance and repair of buildings, structures, and mechanical systems.

FUNCTIONAL AREAS:

1. Assist crafts journeypersons in maintenance and repair of buildings, structures, and mechanical systems.
 - * A. Assist in the installation, maintenance, and repair of electrical equipment, outlets, fixtures, and electrical systems.
 - * B. Assist in the painting and finishing of building interiors and exteriors, furniture, office equipment, etc.
 - * C. Assist in the installation, maintenance, and repair of plumbing, water, and sewer systems.
 - * D. Assist in general carpentry and building repairs.

2. Perform general maintenance and repair.
 - * A. Install telephone equipment.
 - * B. Build forms for concrete.
 - * C. Mix cement.
 - * D. Set up scaffolding.
 - * E. Patch roofs.
 - * F. Operate snowblowers, bucket trucks, and other power equipment and tools such as power trowels, floor sanders, jackhammers, cement mixers, compressors, and generators.
 - * G. Maintain materials, tools, and equipment inventories.
 - * H. Salvage equipment such as furnaces, sinks, compressors, cabinets, electric motors, etc.
 - * I. Maintain and repair tools and equipment.
 - * J. Keep the work area in a clean and safe working condition.
 - * K. Procure parts and materials from stores.
 - * L. Move tools and materials from their storage areas to the area of work, such as pumps, jackhammers, pipe threaders, etc.
 - * M. Maintain and repair doors, door closers, locks, and keys.

MINIMUM QUALIFICATIONS:

1. Education and Experience
 - † A. Successful completion of at least two years in an apprenticeship program for the carpentry, electrical, or plumbing trade; or
 - † B. Three years of satisfactory, verifiable experience as a construction laborer or helper in one of the above trades; or
 - † C. A combination of education and experience that may be accepted as equivalent.

2. Knowledge

- † A. Knowledge of the methods, tools, equipment, and materials used in the building trades and building maintenance.
- † B. Knowledge of safety precautions and safe work methods.

3. Skills

- † A. Skill at using hand and power tools.

4. Abilities

- † A. Ability to safely operate and maintain equipment.
- † B. Ability to follow written and oral instructions.
- † C. Ability to read and interpret blueprints and equipment manuals.
- † D. Ability to use good judgement and work independently with limited supervision.
- † E. Ability to maintain favorable relationships with supervisors, other workers, and the public.
- † F. Ability to recognize safety hazards and use appropriate precautions.
- † G. Ability to work outside under adverse conditions.
- † H. Ability to climb and carry tools, equipment, and materials up ladders, and to work in high places.

5. License Requirements

- † A. Possession of a valid Minnesota Class B Drivers License or equivalent.

* Essential functions of the classification.

† Minimum requirements necessary on the first day of employment.

CT19940727
CSB 19940802
CC 19941003
94-0875R