

Equipment Maintenance Worker

Class Code	OT Status	EEO Category	Represented Status	Salary Grade	Effective Date	Status	Pages
	Non-Exempt	Service/Maintenance	PEU Local 1	60	03/29/07	Classified	1 of 2

DEFINITION

To perform routine preventive maintenance and minor repair to building mechanical equipment; and to maintain swimming pools.

DISTINGUISHING CHARACTERISTICS

This is the entry-journey level class in the Equipment Maintenance Worker series. Positions in this class require limited prior experience in building mechanical maintenance. All positions assigned to this class require the ability to exercise judgment and initiative. This class differs from the Senior Equipment Maintenance Worker in that the Equipment Maintenance Worker performs the more routine preventive maintenance while the Senior level performs major mechanical repairs.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Operations Supervisor or Building and Grounds Manager.
May receive technical or functional supervision from higher level maintenance personnel.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Perform preventive maintenance on a variety of equipment; lubricate bearings and motors, change filters, lube and adjust dampers.

Repair and replace faucets, flush valves, sink drains and drinking fountains; clean clogged drains and replace traps.

Replace and maintain motors, bearings, pumps, fan assemblies, thermostats and pulleys.

Maintain chemical balance of the water in the swimming pools; maintain cleanliness of pool facility; maintain log of water chemistry.

Repair broken deck concrete, broken tile and holes in the bottom of the pools.

Repair or replace pipes in the pool circulation system.

Back wash pool filter system and replace filter elements; adjust and repair automatic pool vacuums; shut down pools for winter.

Assist with boiler maintenance; flush, clean and repair leaks.

Assist contractors in performing a variety of electrical, plumbing, and mechanical maintenance.

Inventory supplies and equipment; prepare reports of work performed and materials used.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:



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Tools, equipment and procedures used in minor repair and adjustment of a variety of building facilities and equipment.
 Methods used in performing preventive maintenance on mechanical equipment.
 Methods, materials, tools and equipment used in swimming pool maintenance work.
 Use and maintenance of a variety of power hand tools.

Skill to:

Inspect, locate and successfully repair plumbing and mechanical defects.
 Use skillfully the tools and equipment necessary in the repair and maintenance of mechanical equipment.
 Establish and maintain cooperative working relationships with those contacted in the course of work.
 Read and interpret blueprints and schematics.
 Understand and follow oral and written instructions.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

Experience:

Three years of experience in equipment, maintenance repair.

Training:

Completion of formal or informal education sufficient to assure the ability to read and write at the level required for successful job performance, supplemented by training in a work-related trade school.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid California driver's license.