

LANCASTER COUNTY MAINTENANCE SUPERVISOR

NATURE OF WORK

This is supervisory work with responsibility for maintaining and repairing an assigned building or facility within the County.

Work involves supervising and participating in the performance of varied maintenance, repair, alteration and construction activities including prioritizing, scheduling and assigning work. Work also involves inspecting assigned buildings or facilities to determine maintenance requirements; initiating repairs in assigned buildings or facilities including obtaining necessary materials and supplies to complete the repairs; and monitoring and maintaining heating and cooling systems. General supervision is received from an administrative superior with work reviewed in the form of conferences and results achieved. An employee in this class is expected to exercise considerable initiative and independent judgment in assigning, reviewing and performing work. Supervision is exercised over subordinates involved in maintenance, repair and custodial work.

EXAMPLES OF WORK PERFORMED

Perform construction work in the remodeling of County facilities; coordinate with contractors, owners and occupants of the facility during the renovation or demolition process.

Schedule, prioritize and supervise the work of maintenance and custodial staff assigned to specific buildings; supervise and participate in the work of building maintenance, repair and construction tasks, and ground maintenance including minor concrete work, painting, turf care and underground sprinkler system maintenance.

May supervise personnel engaged in the operation of boilers or maintenance of system components including computer-operated energy management systems.

Monitor and maintain heating, cooling, plumbing, electrical, and energy management systems within assigned buildings or facilities; inspect assigned buildings or facilities to determine maintenance requirements; initiate repairs including obtaining necessary materials and supplies to complete the repairs.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the standard practices, processes, materials and equipment used in the maintenance and repair of buildings and related equipment.

Considerable knowledge of building code and safety requirements.

Considerable knowledge of the hazards involved in building maintenance and repair work and of precautionary and safety measures to be taken.

Ability to inspect buildings and other facilities and to determine maintenance and repair requirements.

Ability to work from sketches, blueprints and oral and written instructions.

Ability to make accurate estimates as to time and materials required for repair and maintenance work.

Ability to plan, organize and supervise the work of trade workers, custodial staff and related workers.

Ability to perform heavy lifting.

Skill in the use of tools and in the operation of machines and equipment used in one or more building trades and facility systems.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent and two years of experience in one or more of the building trades plus six months of experience in asbestos abatement activities or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENTS

Possession of a valid driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Possession of such certifications required by law as necessary for the satisfactory performance of assigned duties.

Must obtain State and Federal certifications in asbestos handling upon employment, and annually pass recertification tests. As per Title 178, Chapter 21 of Nebraska Asbestos Control Act and Environmental Protection Agency regulations.

Must obtain a lead abatement risk assessor and supervisor licenses and applicable licenses for mold abatement.

SPECIAL NOTICE

Smokers who are exposed to asbestos occupationally have a greatly increased risk of contracting lung cancer as compared to smokers who are not exposed to asbestos occupationally and non-smokers who are exposed to asbestos occupationally. This is according to OSHA (29 CFR, parts 1910 and 1026) and EPA (40 CFR, part 763) research.

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