

## MAINTENANCE REPAIR WORKER I

### NATURE OF WORK

This is entry-level, semi-skilled work in the maintenance, repair, and construction of municipal buildings and facilities.

Work involves the performance of semi-skilled level maintenance, repair, and construction work in one or more of the following areas including carpentry, masonry, plumbing, electrical repair and related disciplines. An employee in this classification should have some familiarity with practices in the building and mechanical trades. Instructions are received from a technical supervisor regarding work to be performed. Work is inspected in progress and upon completion in order to ensure conformance with specifications, policies, and procedures. Supervision may be exercised over subordinate temporary employees.

### EXAMPLES OF WORK PERFORMED

Performs minor carpentry work in the repair and maintenance of buildings, floors, partitions, doors, cabinets, furniture, recreation equipment, cupboards, cabinets, shelves, counters, tables, chairs, and other fixtures, windows and other building and grounds equipment; patches walls and hangs bulletin boards, pictures, chalk boards, and related items.

Maintains and makes minor repairs on plumbing fixtures and equipment; unclogs sewers and drains; repairs leaking faucets, toilets, pipes, valves, thermostats, drinking fountains, showers, and other related equipment.

Performs minor maintenance, repair, and plumbing work on fountains and pools; drains, cleans, and refills pools; cleans fountain heads; applies chemicals to water; performs minor masonry work including caulking and patching pool walls.

Makes minor repairs on electrical fixtures and equipment; makes minor repairs and/or replaces indoor and outdoor light fixtures, switches, outlets, and other related electrical components; changes light bulbs, fuses, starters, and related items; performs minor repairs on electrical motors and pumps.

Applies paint and primer to the interior and exterior of buildings; cleans surfaces to be painted; erects and removes scaffolding; installs wallboard and patches holes as required.

Performs general grounds maintenance; waters, fertilizes and mows lawn; plants, waters and fertilizes flower beds; trims and prunes bushes and trees; removes snow on sidewalks and driveways; rakes leaves; cleans gutters, sweeps steps and sidewalks, picks up litter; performs other related grounds maintenance work.

Cleans, repairs and paints picnic tables, benches, trash receptacles, and other park equipment.

Operates various hand and power tools in the performance of assigned projects.

Performs related work as required.

## DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the methods, practices, tools, equipment, and materials utilized in a variety of craft disciplines.

Knowledge of work standards and practices associated with the various craft disciplines.

Knowledge of safety hazards involved in building maintenance and repair activities as well as precautionary methods to be taken.

Ability to repair electrical, plumbing, carpentry, masonry, mechanical fixtures, equipment, and other systems.

Ability to maintain and repair shop equipment and tools.

Ability to understand and follow oral and written instructions.

Ability to establish and maintain effective working relationships with coworkers and the general public.

Skill in the use of tools and equipment utilized in a variety of craft disciplines.

## MINIMUM QUALIFICATIONS

Graduation from high school or equivalent plus six months of experience in a variety of maintenance, repair, and construction activities in any one or more of the craft disciplines including carpentry, masonry, plumbing, electrical repair and related disciplines; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

## NECESSARY SPECIAL REQUIREMENT

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