



<b>WORKING TITLE:</b> FACILITIES MAINTENANCE WORKER III	<b>CLASSIFICATION:</b> FACILITIES MAINTENANCE WORKER III
<b>DEPARTMENT:</b> FACILITIES MAINTENANCE	<b>DIVISION:</b> FACILITIES MAINTENANCE
<b>PAY RANGE:</b> OPEU 16	<b>FLSA CATEGORY:</b> NON-EXEMPT
<b>PHYSICAL REQUIREMENTS:</b> ATTACHED	<b>WORKERS COMP CODE:</b> 9015
<b>PPE:</b> PER WORK LOCATION	<b>REVISION DATE:</b> JUNE 2013

### **JOB DESCRIPTION**

***GENERAL STATEMENT OF DUTIES:***

Performs all aspects of facility maintenance and repair work on electrical equipment, air conditioning, heating systems, plumbing, and other related areas.

***SUPERVISION RECEIVED:***

Works under direct supervision of Facilities Maintenance Supervisor who assigns duties, observes performance, and inspects work upon completion.

***SUPERVISION EXERCISED:***

May exercise working supervision over a few assistants or laborers engaged in semi-skilled or routine tasks.

**DUTIES AND RESPONSIBILITIES INCLUDE ESSENTIAL FUNCTIONS OF POSITIONS ASSIGNED TO THIS CLASSIFICATION. DEPENDING ON ASSIGNMENT, THE EMPLOYEE MAY PERFORM A COMBINATION OF SOME OR ALL OF THE FOLLOWING DUTIES:**

- Performs electrical maintenance and repair on pumps, motors, breakers, controls, and related areas.
- Performs plumbing maintenance and repair on water systems, boilers, heating systems, and related areas.
- Performs operational maintenance of boilers, chiller units, cooling towers, and all HVAC equipment.
- Performs preventive maintenance according to schedules and as directed.
- Performs minor building remodeling and restoration projects.
- Performs building exterior wall and roof repair.
- Performs other skilled maintenance tasks as directed by supervisor.

### **JOB SPECIFICATION**

**KNOWLEDGE OF:**

- Standard trade methods, tools, materials and equipment used in repair, maintenance, and custodial care of buildings as required.
- Occupational hazards and safety precautions as required by duties.

**SKILL IN:**

- Performing manual labor including digging ditches, cutting brush, spraying grass and shrubs, general cleaning of buildings and grounds, and janitorial duties.
- Following instructions, both verbal and written.
- Operating hand tools.

**ABILITY TO:**

- Perform general building maintenance and repair work including plumbing, electrical, carpentry and grounds maintenance.
- Direct custodial workers.
- Read, understand, and follow oral and written instructions.
- Safely operate hand tools and power-hand tools required by assignments.
- Establish and maintain effective working relationships with supervisors, co-workers, and other employees.
- Attend work as scheduled and/or required.

**MINIMUM EXPERIENCE AND TRAINING:**

Four years' trades experience which includes repair and maintenance of buildings and related facilities. Course work and training in the trades area may be substituted for up to one year of experience. Any satisfactory equivalent combination of experience and training which ensures ability to perform the work may substitute for the above.

**SPECIAL QUALIFICATIONS REQUIRED:**

Possession of a valid Oregon Limited Maintenance Industrial Electrical license.

**OTHER REQUIREMENTS:**

Ability to secure and maintain a driver's license valid in the state of Oregon, or an acceptable alternative means of transportation. May be required to drive a County vehicle. Employees authorized to operate a private vehicle on County business are required to carry a valid driver's license and liability insurance minimums as outlined in ORS 806.070.

May be subject to successful completion of a background check.

**WORK ENVIRONMENT/PHYSICAL DEMANDS SUMMARY:**

The incumbent typically works in a building and in outdoor areas and uses mechanical equipment as needed to perform duties with associated noise levels. Weather conditions may vary. The employee may encounter frequent interruptions throughout the workday.

The employee is regularly required to talk, listen and hear, frequently required to use repetitive hand motion, handle or feel, and to sit, stand, walk, reach, bend, regularly push, pull and lift up to 40 pounds and occasionally push, pull and lift up to 60 pounds. The incumbent will regularly use mechanical equipment typical of those used in the maintenance of buildings and landscape.

*The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*This job description in no way states or implies that these are the only duties to be performed by an employee occupying this position. Employees may be required to perform other related duties as assigned, to ensure workload coverage. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. This job description does NOT constitute an employment agreement between the employer and employee and is subject to change by the employer as the organizational needs and requirements of the job change.*

*The job specification requirements stated are representative of minimum levels of knowledge, skills, and abilities to perform this job successfully. Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may substitute for the above so that the employee will possess the abilities or aptitudes to perform each duty proficiently.*