

MAINTENANCE MECHANIC II-SIGN PAINTER

DISTINGUISHING FEATURES OF THE CLASS:

This position is responsible for a variety of maintenance and repair tasks of buildings, municipal facilities, and infrastructure of a skilled nature. In addition, the position has assigned duties for the fabrication of street signs and routine maintenance of the sign shop. Work is performed under the general supervision of a higher level employee. Supervision is not normally a function of this class; however, incumbents may be required to oversee designated projects.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by the lower level titles in this series. They are indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Performs skilled repairs to plumbing, electric wiring and equipment, mechanical equipment and machinery, masonry and painting work;
2. Repairs, installs, and performs related maintenance tasks to hydrants, gates, mains, pumps, sprinklers, meters, etc.;
3. Investigates, locates, and repairs water and wastewater leaks;
4. Troubleshoots to locate mechanical problems and recommends calling in service contractors as needed;
5. Independently performs preventive maintenance work on buildings, municipal facilities and infrastructure;
6. May participate in estimating materials and costs for assigned projects;
7. Lays out street signs and paints and fabricates signs;
8. Operates a sign application machine;
9. Maintains a log of installed signs;
10. Maintains an inventory of sign materials on hand;
11. Assists, as needed, with the installation of signs and the preparing of street markings;
12. Cleans, maintains and prepares sign equipment, related tools and sign shop area;
13. May supervise Maintenance Mechanic I's or subordinate personnel on various projects.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES:

Good knowledge of the practices, tools, materials and safety procedures used in the maintenance and repair of buildings and equipment; working knowledge of the practices, tools, materials and safety procedures used in the maintenance and repair of water and wastewater systems; working knowledge of sign making equipment and techniques; ability to read and understand plans or sketches; ability to perform routine clerical procedure; ability to follow oral and written directions; ability to withstand heavy labor for extended periods; skill in the use of standard tools and equipment of the trade; mechanical aptitude; manual dexterity; dependability; initiative; good judgment; physical condition commensurate with the demands of the position.

MAINTENANCE MECHANIC II-SIGN PAINTER (Cont'd)

MINIMUM QUALIFICATIONS:

Three (3) years of paid work experience in the building maintenance or construction trades or any equivalent combination of training and experience sufficient to indicate ability to perform the duties of the position.

SPECIAL REQUIREMENT:

A department head may require the possession of a valid appropriate level driver's license at the time of appointment.

ADOPTED: 01/31/2017