

## **HEAD MAINTENANCE WORKER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This position involves both the supervision and performance of a number of semi-skilled building maintenance tasks. General direction is given work by a Supervisor of Buildings and Grounds, allowing some leeway for the exercise of independent judgment in keeping buildings and equipment up to approved standards. Supervision is normally exercised over small groups of maintenance and custodial employees.

### **TYPICAL WORK ACTIVITIES:**

1. Supervises and performs semi-skilled work in masonry, carpentry, electrical or painting operations;
2. Helps to install and repair wiring systems and electric fixtures and equipment;
3. Repairs windows, doors, floors, walls and other parts of buildings;
4. Does interior and exterior painting generally where quantity rather than fine quality of work performed is the principal object;
5. Installs and repairs general plumbing equipment such as sinks, toilets and baths;
6. Cleans and repairs boilers, pumps, heaters, pipe lines, valves and traps;
7. Mixes plaster and concrete and assists in laying brick, plastering walls, finishing concrete work, etc.;
8. Operates trucks, automobiles, air compressors and other motorized equipment;
9. May supervise general grounds maintenance activities;
10. May operate a school bus or other vehicle;
11. Does related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern buildings and grounds maintenance and repair activities; good knowledge of the practices and techniques of one or more of the standard trades; ability to supervise subordinates on the job; good judgment; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

One year of experience as a journeyman in one of the recognized trades OR four years of experience in either general building construction or maintenance work in one or more of the standard trades, such as carpentry, plumbing, electrical; or any equivalent combination of experience and training.

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