

JOB TITLE	LEVEL	GRADE	JOB. NO.
Maintenance Technician I	E-4	05	320

DEFINITION

This is manual work involving the repair, maintenance, and renovation of institutional buildings and premises. Employees in this class perform repairs, maintenance, and light renovation to buildings and other structures. Work involves using hand tools, tractor, backhoe, and other equipment. Employees must accomplish assignments with only general supervision.

EXAMPLES OF WORK PERFORMED

(Any one position may not include all of the duties listed, nor do the examples cover all of the duties which may be performed).

- ◆ General carpentry, light electrical, light plumbing in remodeling existing facilities. Uses hand tools and carpentry tools to remodel/renovate.
- ◆ Makes repairs to floors and drywall; repairs broken windows and sash weights; repairs doors and locks.
- ◆ Assists in painting buildings, rooms, walls, or other surfaces as assigned.
- ◆ Operates on occasion, such light equipment as forklifts, trucks, jack hammers, and loading equipment as may be provided to aid job accomplishment in accordance with the employee's competence.
- ◆ Makes minor repairs and services autos, trucks, tractors, mowers, and other equipment.
- ◆ Uses tractor as necessary.
- ◆ Runs cable, inspects roofs, patches roof leaks.
- ◆ Complies with all policies of the Alabama Community College System and the College.
- ◆ Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- ◆ Knowledge of general carpentry and building repair.
- ◆ Knowledge of the methods, materials, tools, and practices used in building, electrical or mechanical trades.
- ◆ Knowledge of drywall work and application of vinyl siding.
- ◆ Ability to use and maintain the tools and equipment of the trades involved.
- ◆ Ability to understand and follow oral and written instructions. Sufficient physical strength to permit the performance of manual tasks; ability to lift 50 pounds from the ground; ability to lift arms above the head.
- ◆ Ability to walk for extended periods of time; ability to walk up and down stairs and climb up and down ladders.

JOB TITLE	LEVEL	GRADE	JOB. NO.
Maintenance Technician I	E-4	05	320

QUALIFICATIONS

Education:	Graduation from high school or GED certificate. License in specific fields (i.e., contracting, plumbing, etc.) will be required for certain positions.
Experience:	Three (3) years of experience in general maintenance work involving the building, electrical, or mechanical trades.
Personal Qualities:	Friendly personality; enthusiastic, positive attitude; evidence of trustworthiness and ethical conduct; effective human relations skills; strong work ethic.