

MAINTENANCE MECHANIC III

This is skilled work in the maintenance and repair of facilities involving multiple, moderately complex trade specialties.

Employees function at the journey level in at least one trade such as carpentry, cabinet making, roofing, or painting. In addition, they perform a variety of tasks at or near the journey level during a substantial portion of the normal work schedule in other trade areas, at least one of which is significantly different from their primary trade. Work assignments are received from a supervisor in terms of the job to be accomplished and its location. Employees work independently in performing assigned tasks, but refer unusual work problems to a supervisor for consideration and final determination. Work may involve the supervision of employees engaged in semiskilled or unskilled work. Work is reviewed through personal inspection and is evaluated for the effective and efficient utilization of materials, equipment and labor, and for compliance with instructions. Employees may perform other duties as required.

I. DIFFICULTY OF WORK:

Complexity of Work - Work assignments vary from rough fabrication and dimensioning to close positioning and exact measurements requiring the application of the trade's highest standards. A variety of relatively simple hand tools are used the majority of the time, although the employee can on occasion use more complex tools and machinery with adjustable controls.

Scope and Variety - Employees perform a wide variety of tasks ranging from simple to moderately complex, requiring a thorough understanding and application of the principles and practice¹ of their trade. Employees may act as lead worker to instruct, train and supervise lower level trades workers.

Controls Over Work - Assignments are received in the form of written or oral work orders which usually only indicate the location and nature of the task. Employees are expected to independently perform routine work. New or unusual assignments may be accompanied by more detailed instructions. Review is usually accomplished through audit of completed work orders or spot-checking of completed tasks.

Judgmental Demands - Employees function within work guidelines established by the supervisor. With these guidelines, employees apply traditional trades knowledge and skills, occasionally modifying standard practice to suit unusual situations. Employees must routinely determine materials, techniques and tools to accomplish work assignments.

II. RESPONSIBILITY:

Potential for Loss - Limited potential exists for minor loss of materials or damage to tools and equipment. Results could be inefficient operation or a marred finish of the completed project.

Safety of Others - Carelessness while performing tasks including the use of power tools could result in minor injuries to others.

III. MENTAL AND VISUAL DEMANDS:

Visual Attention - Work requires employees to exercise normal visual attention while completing tasks. Employees must periodically make close measurements or fit together parts with fairly close tolerances.

Mental Concentration - Employees must continuously be aware of multiple work steps in completing assigned tasks. Work requires employees to occasionally consider a variety of work related facts in trouble-shooting problems.

IV. PHYSICAL EFFORT:

Intensity of Effort - Employees perform a series of tasks that require walking, standing, bending, stooping and working in awkward positions. Employees lift moderately heavy objects. Intensity may occasionally be more concentrated during major complex projects.

Frequency and Duration of Effort - Usually, the more intensive efforts are limited to short periods. Repeated efforts generally involve limited strain.

V. WORKER SURROUNDINGS AND HAZARDS:

Worker Surroundings - Employees work in a variety of buildings and facilities characteristic of State agencies and campuses. Some outside work may be involved, and employees are regularly in contact with and exposed to dust, dirt, grease, grime, and usual shop conditions.

Hazardous Conditions - Employees are subject to minor hand and arm injuries while using hand tools. Occasional use of stationary power equipment exposes employees to the possibility of more serious hand and arm injuries.

VI. CONTACTS AND COMMUNICATIONS:

Purpose of Contacts - Contacts with supervisors are to clarify work orders. These contacts are normally prior to going to the work site. Contacts with co-workers are to coordinate work efforts. Contacts with facility users are to explain the work process and to gather information about the nature of problems.

Scope of Contacts - Contacts are mainly with supervisors and co-workers. Some contact is required with facility users.

VII. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities - Working knowledge of the methods, practices, and materials used in general maintenance and repair of equipment, and machinery. Skill in the use of tools required in at least two moderately complex trades. Ability to understand and work from sketches or penciled drawings. Ability to operate the more common types of machine shop or woodworking power equipment. Ability to supervise the work of semiskilled and unskilled workers.

Minimum Training and Experience Requirements -- High school or General Educational Development diploma and two years of progressive experience in the assigned trades areas; or an equivalent combination of education and experience.

Necessary Special Qualification - May require current certification by the Environmental Protection Agency as a Type I, II, III or Universal technician as required by Title 40, Code of Federal Regulations Part 82, Subpart F.