

MAINTENANCE ASSISTANT II

DISTINGUISHING FEATURES OF THE CLASS: This is semi-skilled mechanical work involving mechanical aptitude and maintenance skill in the use of a variety of hand tools. The work may be performed in one or several mechanical fields and may be performed alone or as a team member. This position differs from the Maintenance Assistant position in the higher level of skill involved in performing the work. The work is generally performed under the supervision of a Maintenance Mechanic II. Employees in this class may be on call at times other than regularly scheduled times. Does related work as required.

TYPICAL WORK ACTIVITIES:

Inspects, maintains, trouble-shoots, repairs, modifies, installs and/or removes structures, equipment, piping, valves, appurtenances, grounds, etc.;

Assists in the inspection, maintenance, repairing, installing, removing etc. of structures, equipment, grounds, piping, valves, etc.;

Operates and maintains vehicles and related equipment;

Provides guidance to employees in safety procedures and job duties;

Prepares routine reports and maintains routine maintenance records as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the tools, terminology and practices used in the repair and maintenance of physical structures, equipment and/or grounds; ability to use a variety of hand and power tools, ability to provide guidance to others.

MINIMUM QUALIFICATIONS: Three (3) years of maintenance experience, at least one (1) year of which involved mechanical or electrical work.

NOTE: Completion of an approved course of training may be substituted for one (1) year of the required general or specialized experience (but not both).

PROMOTION: One (1) year of permanent status as a Maintenance Assistant.