

Class Specifications
for the Class:

CONSTRUCTION AND MAINTENANCE WORKER I
BC-09; BU:01

Duties Summary:

Performs skilled tasks in several trades in heavy construction, and the maintenance and repair of buildings and/or other indoor and outdoor structures; and performs other related duties as assigned.

Distinguishing Characteristics:

This is the fully competent worker in the series.

This class differs from that of Construction and Maintenance Worker II in that the Construction and Maintenance Worker I performs skilled tasks in several building trades such as masonry, welding, carpentry and plumbing pertinent to heavy construction, and for the maintenance and repair of buildings and other structures, and may occasionally lead the work of other skilled workers but mainly confines supervision to unskilled and semi-skilled helpers assisting in the work; whereas the Construction and Maintenance Worker II, in addition to performing skilled construction and maintenance work, supervises the work of other skilled workers as a continuing work assignment including setting the pace and quality of workmanship.

Examples of Duties:

Checks existing structures for needed repairs; replaces and patches wood, tile and wire sidings, roofs, partitions, etc.; paints new and existing facilities; replaces electrical and plumbing fixtures and outlets such as pipes, sinks, water closets, showers, electric lights, motors and pumps; builds or repairs existing interior fixtures such as cabinets, shelves, storage racks, etc.; unclogs drains and sewers, and cuts and reams pipes and angle braces; from rough sketches, lays out and estimates the cost of new installations and makes assignments to available workers; prepares forms, mixes concrete and pours foundations; sets tile walls and builds wooden sidings and partitions; welds and installs wire partitions, windows and doors; installs plumbing and electrical distribution facilities and fixtures; welds and builds fencing around grounds and installations; installs and repairs sprinkling systems; builds display cases and containers; keeps records of time, material and work completed; operates and services a variety of hand tools and power equipment and operates a vehicle in the performance of the work.

Minimum Qualification Requirements:

Experience and Training: Four (4) years of experience in performing skilled work involving the construction and maintenance of buildings, structures and equipment; or an equivalent combination of experience and training.

Knowledge of: Practices and methods used in several building trades including safety procedures; the tools, equipment and materials used in several building trades.

Ability to: Use the hand and power tools common to the building trades; read sketches; estimate time and materials to complete jobs; maintain records; give and receive oral and written instructions; operate, service and regulate a variety of power tools and equipment; recognize hazards typical of the work; perform heavy lifting, moving and other manual work typical of the class.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the VP/Director of Human Resources.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is the first class specifications for the class, CONSTRUCTION AND MAINTENANCE WORKER I.

DATE APPROVED: February 12, 2007

JANICE WAKATSUKI
VP/Director of Human Resources