



PRINCE GEORGE COUNTY, VIRGINIA

December 2007

BUILDING MAINTENANCE MECHANIC

FLSA Status: Non-Exempt

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs intermediate semiskilled and skilled work in a variety of building maintenance assignments; does related work as required. Work is performed under regular supervision.

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, noise, vibration, hazards, atmospheric conditions and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Performing general building maintenance activities; operating equipment, maintaining and repairing buildings; performing carpentry, electrical, plumbing and mechanical maintenance and repair tasks.

Troubleshoots and repairs HVAC, plumbing, electrical and mechanical systems;

Maintains, repairs and installs large HVAC systems, heat pumps, walk-in freezers, ice machines, etc.; changes compressors, valves, metering devices, filters, etc.;

Maintains records required by EPA of Freon used, recovered and lost due to leakage;

Performs carpentry jobs including rough framing, form work, trim and cornice and finish work;

Paints and refinishes new and existing furniture, etc.;

Performs preventive maintenance on electrical, mechanical, HVAC and plumbing systems;

Maintains and replaces single phase and three phase motors, pumps and various equipment; replaces fans, circuit boards, switches, unloaders, solenoid valves, etc.;

Checks and records readings from equipment;

Repairs and replaces water heaters; installs water lines; repairs sewage lines, sinks, toilets, showers, etc.;

Maintains exterior grounds; prunes, landscapes, cleans-up, etc.;

Operates trucks, tractors, back-hoe, dump truck, ditch witch, bobcat, drills, saws, forklift, boom trucks, front end loaders, etc.;

Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of maintenance, repair and manual tasks of the area assigned; general knowledge of the use of common hand and specialized power tools required in the work; general knowledge of the safe use and operation and preventive maintenance of electrical and mechanical equipment required in the work; skill in the use of equipment to which assigned; ability to perform manual labor for extended periods; ability to follow instructions; ability to establish and maintain effective working relationships with associates.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school and technical courses and electricity and electrical controls and some experience as a semiskilled or skilled worker in maintenance, repair and/or construction work.

SPECIAL REQUIREMENTS:

Possession of an appropriate commercial driver's license valid in the Commonwealth of Virginia. Licensed as a master electrician.