

MODESTO CITY SCHOOLS

Job Description

JC# 1770

SKILLED TRADES HELPER - MAINTENANCE

OVERALL RESPONSIBILITY

Under general supervision, perform routine construction, maintenance, and/or repair work under the direction of skilled maintenance personnel; may, on occasion, work independently with minimum direction.

SPECIFIC RESPONSIBILITIES

1. Operate various power tools and equipment. *E*
2. Maintain various power tools and equipment. *E*
3. Accomplish minor repairs. *E*
4. Perform specialized operations under the direction of journeymen. *E*
5. Adhere to State, County and District safety codes and procedures. *E*
6. Attend Modesto City Schools' asbestos training program within the first sixty (60) days of employment. *E*
7. Wear Modesto City Schools' identification during assigned work hours (e.g., badge or Modesto City Schools' shirt). *E*
8. Wear appropriate Personal Protective Equipment as necessary. *E*
9. Maintain a valid California Driver's License - Class C. *E*
10. Maintain participation in CA DMV Assessment System/Automatic Pull Program. *E*
11. Complete a Hepatitis shot series within the first twelve (12) months of employment. *E*
12. Utilize technology as appropriate to the position.
13. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
14. Perform other related duties as assigned.

SALARY

Classified Unit Salary Schedule

QUALIFICATIONS

Knowledge/Ability

Minimum Requirements:

- Basic knowledge of the use and application of materials, tools, equipment, and methods used in trades.
- Knowledge of equipment safety practices and procedures.
- Knowledge of the dangers of hazardous materials and the ability to take appropriate action to prevent injury to self and others.
- Knowledge of and ability to perform data entry functions.
- Ability to understand and implement oral directions and directions written in English.
- Ability to perform basic arithmetic calculations with speed and accuracy.

SKILLED TRADES HELPER - MAINTENANCE (continued)

QUALIFICATIONS (continued)

Experience

Minimum Requirement:

Completion of an accredited apprenticeship program or acceptable skill training or combination of training and experience in a specific assignment.

Education

Minimum Requirement:

Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

License(s)/Certificate(s)/Permit(s)

Minimum Requirements:

Valid California Driver's License - Class C.

Must provide a DMV printout within five (5) work days of offer of employment.

Desirable Qualification:

Department of Transportation Powered Industrial Truck Operator's Permit to be obtained within the first sixty (60) days of employment.

Physical Characteristics:

With or Without the Use of Aids:

Sufficient vision to read fine print, diagrams, and blueprints.

Sufficient depth perception. Good color perception.

Sufficient hearing to hear verbal directions, detect air/gas leaks and diagnose equipment malfunctions.

Sufficient hearing to hear work area noise and normal conversation in person and on the telephone.

Ability to speak in a normal voice to be able to be heard and understood on the telephone and at the work site.

Ability to reach horizontally and vertically with arms. Sufficient dexterity to operate hand and power tools requiring strength and coordination, manipulate small objects, print or write legibly, operate precision tools, and make minute repairs.

Sufficient physical ability, strength, mobility, and stamina to drive a vehicle, climb ladders, crawl under buildings, bend, stretch, stand, kneel, walk, stoop, crawl, and extend legs. Sufficient physical ability, strength, mobility, and stamina to perform heavy physical labor in hot, cold, and inclement weather conditions.

Sufficient physical ability, strength, balance, and tolerance to work on rooftops, scaffolds, and ladders at heights up to 50 feet, sometimes in precarious positions.

Sufficient physical ability, strength, mobility and stamina to lift, carry, push or pull objects which may frequently exceed 75 pounds in a series of functional tests which clearly simulates the work environment. Physical ability to sit for extended periods of time.

Physical tolerance to chemical odors, paint spray, and chemicals.

Pre-Employment Physical Examination

A physical and tuberculosis examination is required as a condition of employment.

Examinations shall be administered by a District provider and be at the District's expense. Individuals must evidence ability to perform physical requirements of position and test negative for tuberculosis.

REPORTS TO:

Senior Director, Maintenance and Operations or designee.

Board Approved: 7/1/96

Reclassification/Equity Adjustment Committee Meeting Revised and Approved: 9/25/19