

## **GENESEE COUNTY**

### **MAINTENANCE WORKER II**

**DISTINGUISHING FEATURES OF THE CLASS:** The incumbent performs a variety of skilled and semi-skilled mechanical, carpentry, electrical, plumbing, masonry, roofing and general maintenance tasks. The work is performed under supervision in accordance with established policies and procedures with some leeway for the exercise of independent judgement. Supervision may be exercised over the work of a small number of assistants. Does related work, as required.

#### **TYPICAL WORK ACTIVITIES:**

Performs minor maintenance and repairs to ventilation and heat distribution systems;  
Performs skilled and semi-skilled carpentry work, both new work and repairs;  
Makes repairs to electric equipment and motors;  
Installs and repairs electrical lighting fixtures and outlets;  
Performs plumbing work, both new installation and repairs to old equipment;  
Must be able to climb and work from ladders and scaffolding;  
Repairs and constructs concrete steps and sidewalks;  
Does minor concrete repair work within and outside the buildings;  
Replaces glass panes and caulks windows when necessary;  
Makes minor repairs to locks and lockers;  
Must be able to repair and replace roof when needed;  
Repairs and paints walls and ceilings;  
Repairs, refinishes varnished doors, floors, windows, and trim;  
Runs errands, delivers supplies and equipment and performs other special tasks as assigned;  
May prepare and maintain a variety of simple records and reports;  
Arranges chairs, tables and other equipment for special use in buildings.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

#### **FULL PERFORMANCE SKILLS, KNOWLEDGES, ABILITIES AND/OR PERSONAL**

**CHARACTERISTICS:** Working knowledge of the common practices, tools, terminology, and safety precautions of one or more of the mechanical or construction trades; ability to follow oral and written directions; good eye and hand coordination; ability to get along well with others; mechanical aptitude; manual dexterity; reliability; good moral character; and physical condition commensurate with the demands of the job.

**MINIMUM QUALIFICATIONS:** Three years of experience as a tradesperson in one or more of the mechanical or construction trades. Credit may be given for time enrolled in a recognized trade school.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Non-Competitive Class  
Adopted 3/5/96  
Revised 3/21/03