SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT

JOB TITLE: Maintenance Plant Mechanic

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES:

To perform general skilled tasks and operations involved in the maintenance, repair, and alteration of campus equipment, machinery, and facilities. Employees in this classification receive general supervision within a framework of standard policies and procedures, and may oversee and direct the work of others in the accomplishment of specific projects. This job requires technical knowledge and skill related to the methods, procedures, materials, and equipment used in locksmithing and the performance of semi-skilled general maintenance operations. This job class functions at a journey level of classification.

SUPERVISOR: Director of Physical Plant or designee

TYPICAL DUTIES:

- Performs general skilled mechanical trades work including locksmithing duties.
- Replaces, repairs, and rekeys locks; repairs and replaces door hinges, slide bars, and related hardware.
- Performs a variety of general semi-skilled maintenance, repair, and project work as assigned.
- Performs electrical and gas welding and sheet metal work.
- Builds, repairs, and installs gates, fences, signs, parking meters, and ticket meters; cuts, shapes, assembles, and welds steel parts.
- Operates, maintains, and repairs a variety of standard and specialized equipment and tools including heavy maintenance equipment, and pumps.
- Repairs and cleans roofs.
- Estimates projects costs.
- Reads and interprets blueprints, sketches, and diagrams.
- Maintains swimming pools, pool areas, and pool equipment in safe condition as assigned.
- Oversees and directs the work of others in a lead capacity as assigned.
- Performs maintenance work in conformance with building, health, and safety standards.
• Gathers, stores, labels and disposes of the District’s hazardous waste as assigned.
• Performs hazardous materials/waste cleanup and removal tasks as assigned.
• Attends conferences and training as assigned.
• Performs other related duties similar to the above in scope and function as required.

EMPLOYMENT STANDARDS:

Possession of:
• A valid and appropriate California Driver’s License.

Knowledge of:
• The methods, procedures, materials, equipment, and tools used in mechanical maintenance work including locksmithing, sheet metal work, welding, and plumbing.
• The safety rules, codes, and regulations applied to the building trades.

Ability to:
• Perform skilled maintenance works as it relates to locksmithing and semiskilled maintenance work in several areas of the building trades.
• Understand and carry out a variety of complex written and oral instructions.
• Safely use and operate a variety of hand tools, power tools, and heavy equipment used for building maintenance purposes.
• Quickly and effectively diagnose mechanical maintenance needs and take appropriate action.
• Effectively communicate in both oral and written forms.
• Perform mathematical calculations using addition, subtraction, multiplication, and division.
• Oversee and direct the work of others in a lead capacity as assigned.
• Safely and effectively work on ladders, scaffolding, rigging, and roofs of varying heights.
• Establish and maintain effective work relationships with those contacted in the performance of required duties.
EDUCATION/EXPERIENCE:

- Three years of full-time recent experience in the maintenance and repair of buildings and equipment in a large plant including locksmithing duties.

- High school graduate or equivalent