

CONEJO RECREATION & PARK DISTRICT

Job Title: Maintenance Worker II

Division: Parks & Planning

Summary:

Under supervision, performs a variety of semi-skilled and skilled building and facility maintenance alteration, repair and limited construction work in the construction and development of park areas.

Essential Duties and Responsibilities:

- Performs rough and finish carpentry; installs doors and jambs.
- From drawings, sketches, or oral instructions, alters, repairs and/or constructs improvements or repairs in concrete, masonry, or similar materials.
- Operates welding equipment to cut or join metal parts.
- Designs and fabricates minor parts from a variety of construction materials.
- Installs, repairs, maintains and adjusts plumbing fixtures.
- Performs electrical repairs; maintains indoor and outdoor light fixtures; installs new circuitry, fixtures, and sub-panels, including sport lighting controls.
- Evaluates performance, performs preventive maintenance, repairs and installs ventilation and heating/air conditioning systems.
- Installs, repairs or remodels play equipment.
- Operates trucks, tractors, and other special equipment, including but not limited to aerial lift to heights of sixty feet.

Other Duties and Responsibilities:

- Changes and repairs locks and door lock sets.
- Lays and repairs carpet and tile.
- Cleans, maintains and repairs tools used in performing work.
- Performs related duties as assigned.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education/Experience:

High school diploma or equivalent GED; four years of related experience performing building maintenance and repair; or equivalent combination of education and experience.

Language Ability:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively with other District employees.

Math Ability:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability:

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Certificates and Licenses:

California Driver's License

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. *

While performing the duties of this job the employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; extreme heat; risk of electrical shock and vibration. The noise level in the environment is loud.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. *

While performing the duties of this job the employee is regularly required to use hands to finger, handle, or feel and reach with hands and arms. The employee is frequently required to walk; stoop, kneel, crouch, or crawl and talk or hear. The employee is occasionally required to stand; sit; climb or balance and taste or smell. The employee is regularly required to lift from 25 to 50 pounds, and occasionally required to lift up to 100 pounds. The vision requirements include ability to adjust focus, depth perception, distance vision and close vision.

*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.