

**MAINTENANCE TECHNICIAN II**

CLASSIFICATION	G
RANGE	\$27,914 TO \$42,426
FLSA	NON- EXEMPT

**GENERAL STATEMENT OF DUTIES:**

Performs responsible work in the maintenance, repair, and improvement of County buildings and facilities. Performs skilled electrical, HVAC, plumbing, carpentry and painting work. Participates in snow removal, assists Facilities Manager in coordinating, procuring and supervising work of outside contractors.

**DISTINGUISHING FEATURES OF THE CLASS:**

This is a non-supervisory, position that requires the employee to perform maintenance duties, cleaning, doing general and preventive maintenance, repairs and improvement projects. Employees in this position should be familiar with buildings and facility maintenance and procedures, practices and required skills. Work is performed under the general supervision of the Facilities Manager. Position is subject to 24 hour on-call.

**EXAMPLES OF WORK** *(Illustrative Only):*

- Performs preventive maintenance on equipment such as heating and air conditioning units and generators
- Investigates and diagnoses HVAC issues
- Performs maintenance and repairs involving plumbing, electrical work, carpentry, and other trades
- Observes safe use of equipment and materials provided by the County
- Installs and repairs electrical door locks, switches, magnetic starters, relays and electrical motors
- Monitors and maintains building automation systems
- Receives, prioritizes and completes work orders through the County's computerized maintenance management system
- Sizes pumps, valves, and motors
- Interprets charts, blueprints, and maps
- Performs interior and exterior painting

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Thorough knowledge of tools and methods used in cleaning, maintaining, repairing, and improving County buildings and grounds

- Ability to follow written and verbal instructions and work assignments
- Ability to work well with the general public, County and other agency staff and assignees
- Ability to maintain maintenance schedules and respond to emergencies
- Ability to receive, prioritize and complete work order requests through the County's computerized maintenance management system
- Skills in the fields of electrical work, heating and air conditioning, plumbing, carpentry, painting, and general maintenance
- Thorough knowledge of standard practices, tools, and terminology of the electrical, HVAC and building trades; skill in the electrical, HVAC and other building trades
- Ability to operate heavy machinery to make repairs to building structure including exterior light bulb changes
- Thorough knowledge of safety practices and procedures
- Thorough knowledge of related state and County codes relating to building regulations
- Must possess and maintain a valid Virginia driver's license and a good driving record

**PHYSICAL AND ENVIRONMENTAL FACTORS:**

- Work requires fine dexterity, sitting, stooping, kneeling, crouching, standing, walking pushing, pulling, lifting and carrying 50 pounds.
- 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 use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy or thoroughness of work and observing general surroundings and activities
- The work is subject to outside environmental conditions, extreme cold, extreme heat, hazards and atmospheric conditions
- Performing heavy, manual work
- Position is subject to pre-employment physical including alcohol and drug screenings and to random alcohol and drug screenings

**ACCEPTABLE EDUCATION AND EXPERIENCE:**

- Education equivalent to graduation from high school
- Five (5) years experience in Building trades
- Five (5) years experience and certifications in HVAC or Electrical trades
- Operation of heavy machinery such as, bucket truck, scissor lift or other lifting apparatus, skidsteer, mini excavator, snowplow and tractor with various implements