

Title: Maintenance Mechanic III
PG: 42
Status: Civil Service
Position Reports to: Facilities Maintenance Manager
Department: Public Works

Class Code: 7046
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is skilled work in the repair and maintenance of buildings and mechanical equipment. Work involves the responsibility for the performance of a variety of mechanical and building trade tasks in general maintenance work. Supervision may be exercised over a small number of employees. Work is performed without close supervision but is reviewed while in progress and upon completion.

ESSENTIAL FUNCTIONS:

1. Performs miscellaneous repairs and adjustments to plumbing, steam and water systems and fixtures; electrical fixtures, doors, windows and locks, pumps and small engines. Changes ballast and transformers on light fixtures. Makes repairs to electrical circuits.
2. Performs repairs to air-conditioning systems, such as changing compressors, repair and recharging with freon and checking electrical circuits on units.
3. Makes repairs on ice machines and water coolers; changes compressors and repair and recharges systems, checks electrical equipment, motors and fans.
4. Operates maintenance equipment, fabricates metal articles; repairs metal roofs; installs guttering; performs all types of welding on aluminum, steel and cast iron.
5. Solders, rivets, seams, and bolts metal parts as required; repairs buildings, boilers, and shelters; repairs and maintains various items of office equipment.
6. Performs preventative maintenance on heating, ventilating and air conditioning systems.
7. Must be skilled and trained in the installation and troubleshooting of access control systems.
8. Must be skilled in operation and troubleshooting of building automation systems

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of the practices, methods, and tools of the building maintenance trade.
2. Knowledge of the repair and maintenance of air-conditioning equipment.
3. Knowledge of the hazards and safety precautions pertaining to various mechanical trades.
4. Skill in the use of a wide range of building trade tools and shop equipment.
5. Ability to understand and work from sketches, penciled layouts, rough plans and specifications.
6. Ability to design and fabricate miscellaneous iron, steel and metal work.
7. Ability to keep detailed records and to make reports on equipment being serviced.
8. Must have knowledge of the Trane Summit Controls equipment and software applications for building automation.
9. Ability to use a computer to operate building automation systems.

WORKING ENVIRONMENT/CONDITIONS:

Medium work that involves walking, standing, stooping, jumping, stretching, or lifting all of the time and also involves exerting between 20 and 50 pounds of force on a recurring basis or exceptional skill, adeptness, and speed in the use of fingers, hands, or limbs in tasks involving very close tolerances or limits of accuracy.

The job risks exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, animals/wildlife, vibration, fumes and/or noxious odors, traffic, moving machinery.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

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QUALIFICATIONS (EDUCATION, TRAINING AND EXPERIENCE):

1. High school diploma or its equivalent.
2. Five (5) years of experience in a variety of building trades work at the journey level. Must have successfully completed training in the areas of gas and electric welding, brazing, soldering and air conditioning.
3. Certification of Summit Tracer Operations course.
4. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.
5. Completion of City University Level one (1) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license with appropriate endorsements as are required by the employing department.
2. Must possess and maintain a valid Type-I, Type-II Refrigeration Service Engineers Society license on proper refrigerants practices.
3. Must carry a pager linked to the City's Tracer Summit alert system.
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.