

RED BLUFF JOINT UNION HIGH SCHOOL DISTRICT

JOB DESCRIPTION

JOB TITLE: **MILLWRIGHT MAINTENANCE TECHNICIAN**

DEPARTMENT: **MAINTENANCE AND OPERATIONS**

REPORTS TO: **DIRECTOR OF MAINTENANCE AND OPERATIONS**

DEFINITION

Under general supervision of the Director of Maintenance and Operations with direction from the Maintenance Supervisor, within a broad framework of standard policy and procedures to perform at journey level in a skilled and/or specialized craft or trade as related to maintenance, repair, alteration, and equipment repair duties related to work on Career Technical Education (CTE) program shop equipment; does other related work as assigned by the supervisor.

EXAMPLES OF DUTIES

The following is a list of duties that are representative of the position. This position is assigned specific tasks from the skilled trade of Electrical, Mechanical, Plumbing, Heating and Air Conditioning and Carpentry plus a variety of maintenance tasks. Essential duties and responsibilities include the following:

- Maintain and repair all mechanical parts and machinery in CTE and other district facilities.
- Troubleshoot, install, replace and repair machines and equipment including mechanical, pneumatic, and hydraulic systems
- Dismantle machinery and equipment, locate cause of malfunctioning or mechanical breakdown, replace parts from stock
- Fabricate machine components for repairs and improvements of mechanical devices
- Effectively conduct and assess diagnostic tests to ensure optimum system functionality
- Assemble, install and proactively maintain mechanical systems, machinery, and equipment for efficient operation of district operated programs
- Operate arc welder/ wire feed welder, hand tools, forklift
- Fabricates and performs minor welding and brazing work
- Perform general maintenance in a safe and efficient manner and maintain a clean work area
- Clean work area upon completion of project.
- Responsible for laying out and planning machinery and equipment maintenance, ordering necessary materials and supplies.
- Performs semiskilled carpentry maintenance work in the repair or alteration of related equipment.
- Drive a light truck and operate other light motorized equipment.
- Other related tasks as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

KNOWLEDGE OF:

- Methods, procedures, tools, and equipment of the building trade as it relates of assigned area of expertise (e.g. electrical, electronics, plumbing, heating, carpentry, etc.)
- Safe driving practices.
- Tools, materials, methods, terminology used in a variety of trades and maintenance work, including welding, carpentry, electrical and plumbing.
- Safety rules and regulations related to equipment usage, building trades and various site locations within the District.
- Journeyman level knowledge in the skilled trade of Heating/Air Conditioning/Refrigeration, and from two skilled trades (one from Painting, Glazing, or Carpentry and one from Plumbing or Electrical).

ABILITY TO:

- Interact with all departments and maintain effective working relationships with those contacted during the performance of duties (e.g. school personnel, vendors, colleagues, and the community).
- Evaluate schedules and meet deadlines.
- Understand and carry out verbal and written instructions, policies, and procedures in an independent manner.
- Quickly problem solve to analyze issues and create action plans.
- Drive power-driven equipment safely and efficiently.
- Perform heavy physical labor.
- Operate a forklift.
- Read and understand sketches, blueprints, and diagrams as well as understand and carry out oral and written instructions.
- Perform heavy manual labor.
- Communicate effectively in the English language, both orally and in writing
- Meet the physical requirements necessary for the successful performance of required duties.
- Maintain regular attendance and punctuality.
- Keep materials, equipment, and facilities in a clean and orderly fashion
- Store and use hazardous materials in a safe manner

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

- Person performing service in this position classification will exert 50 to 75 pounds of force frequently to lift, carry, push, pull, or otherwise move objects and occasionally will lift up to 90 pounds.
- Physical agility to sit, stand, kneel, walk, push/pull, crawl, squat, twist, turn, bend, stop, and to reach overhead.

- This type of work may involve ascending and descending ladders, stairs, scaffolding, and ramps and will involve walking or standing for extended periods.
- Exhibit full range of motion for shoulder external rotation and internal rotation, shoulder abduction, adduction, elbow flexion and extension, shoulder extension and flexion range of motion.
- Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information.
- The manual dexterity to operate equipment and use hand tools, and handle the work with various materials and objects.
- Physical tolerance to be exposed to dust, pollen, specific agents/chemicals, cleaners, foul smells.
- Work in high noise level areas
- Work in a wide range of temperatures; work both indoor and outdoor environments with exposure to extreme weather conditions.

ENVIRONMENT

- Work environment – indoors and outdoors
- Temperature – normal climate, occasional adverse weather conditions
- Chemical exposure – occasional: fertilizer, herbicides, pesticides, gasoline, oil, solvents
- Noise/vibrations – frequent: mower, blower, generator jack hammer and chipper
- Fumes/gases/odors – occasional: gasoline, oil, solvents
- Dust – frequent: blower, sander and concrete
- Work surfaces – grass, asphalt, concrete and rough terrain

EXPERIENCE AND EDUCATION

Any combination equivalent to training and experience that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

- Completion of formal or informal education, generally a high school diploma equivalency, sufficient to assure the ability to read and write English and to perform arithmetic calculations at the level required for successful job performance.
- At least three (3) years of experience at a journey level in one or more of the required craft areas, coursework and or formal training desirable.
- Three (3) or more years in one or more of the basic repair, maintenance, building or construction fields, (carpentry, electrical, plumbing, painting, welding, masonry, and/or glazing).

LICENSE REQUIREMENT

- Valid Class C California Drivers' License
- **A pre-employment physical is a requirement of the candidate selection process for this position**