

## OUTDOOR-EDUCATION CENTER MAINTENANCE WORKER

### DEFINITION

Maintains buildings, grounds, and equipment at a District outdoor-education center.

### TYPICAL DUTIES

Maintains buildings and other structures by performing plumbing, electrical, and concrete work not requiring journey level skills.  
Keeps required records and makes scheduled reports on the use of the swimming pool and center automotive equipment.  
Clears roads by use of a tractor.  
Tests, regulates, and maintains the drinking-water system.  
Maintains planted and landscaped areas.  
Orders necessary supplies and equipment for custodial, gardening, and maintenance activities.  
Drives a 2-1/2-ton truck to pick up supplies and assists in loading, unloading, organizing, and storing supplies.  
Performs custodial operations necessary to maintain buildings, grounds, and swimming pool in a sanitary condition.  
Assists employees temporarily assigned from Maintenance and Operations for repair and maintenance projects.  
Keeps weeds, tree branches, and chaparral cleared to the proper distance from buildings and hauls rubbish to the designated disposal area.  
Cleans cages and cares for and feeds animals.  
Constructs and maintains educational displays.  
Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Outdoor-Education Center Maintenance Worker is assigned to the outdoor-education center and is responsible for the general cleaning, maintenance, and limited repair of the equipment, buildings, and grounds of the center.

An Equipment Mechanic performs a variety of shop and field repair work of a semiskilled and unskilled nature without technical supervision.

A Maintenance Worker performs a variety of tasks to assist with the maintenance and repair of school buildings, equipment, appliances, or grounds, including moving, installing, repairing, and maintaining of school and office furniture and equipment.

### SUPERVISION

General supervision is received from the Outdoor-Education Center Manager or Assistant Outdoor-Education Center Manager. No supervision is exercised.

## CLASS QUALIFICATIONS

### Knowledge of:

- Building maintenance and repair
- Rough construction and repair methods and materials used in carpentry, electrical, plumbing, and cement trades
- Filter and chlorination systems for drinking water and swimming pools

### Ability to:

- Use tools common to building and mechanical craft fields
- Make minor repairs and alterations to buildings and equipment
- Keep records of supplies and equipment
- Operate a 2-1/2-ton truck, a small tractor, and other motor vehicles
- Work effectively with school personnel, the public, and students

### Special Physical Requirements:

- Sufficient strength and endurance as required to perform heavy manual labor and lift and move objects safely weighing up to 75 pounds
- Good vision and depth perception as required to drive a truck and tractor and to read gauges

## ENTRANCE QUALIFICATIONS

### Education:

- Graduation from high school or evidence of equivalent educational proficiency.

### Experience:

- Two years of experience in general maintenance work.

### Special:

- A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation.
- A State of California Water Treatment Operator Certificate must be obtained within six months after appointment and must be kept valid during the term of employment.
- A State of California Wastewater Operator Certificate must be obtained within six months after Appointment and must be kept valid during the term of employment.
- A State of California Swimming Pool Service Technical Certificate must be obtained within six months after appointment and must be kept valid during the term of employment.

## SPECIAL NOTES:

- Some positions may be required to have variable work hours including weekends and evenings.

The class description is not a complete statement of essential functions, responsibilities or requirements. Entrance requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by relevant law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised  
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MJM