



Class Code: 05-0814
FLSA: Non-Exempt
EEO: 07
Bargaining Unit: 05
Revised: 10/2020

FACILITIES MAINTENANCE WORKER, SENIOR

DEFINITION

Under general supervision, provides lead direction and participate in performing a variety of general cleaning and janitorial work; performs a variety of work in clean-up and maintenance of landscaped areas; keeps assigned areas and county buildings in a clean and orderly condition; performs semi-skilled building and facility repairs; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey/lead worker level in the Facilities Maintenance Worker class series. Incumbents provide lead direction and work coordination for other staff, as well as perform a variety of duties in the maintenance and repair of county buildings, facilities, and related machinery and equipment. Also, incumbents perform the full range of janitorial duties in cleaning buildings and facilities. This class is distinguished from the Facilities Maintenance Worker II in that incumbents perform a broader range of assignments and exercise a higher level of maintenance skills. They may also be assigned lead work responsibilities.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a variety of supervisory or management positions, depending upon the department or program area where assigned. May provide lead direction, work coordination, and training, as assigned.

EXAMPLES OF ESSENTIAL DUTIES

Class specifications are intended to present a descriptive list of the scope of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

- Provides lead direction and work coordination for other staff, when assigned.
- Performs a variety of building and facilities maintenance, including the repair of lights, basic plumbing fixture maintenance, painting, and other facility and equipment repairs in county buildings.
- Responds to repair requests and makes requisite repairs.
- Performs a variety of custodial work such as sweeping, mopping, waxing and buffing floors.
- Empties and cleans waste receptacles.
- Cleans and disinfects restrooms.
- Replenishes supplies.
- Turns out lights and locks doors and windows.
- Operates scrubbers, buffers, waxers, and other equipment and machinery.
- Requisitions supplies as needed.
- Performs grounds keeping duties, such as mowing, edging and weeding lawns, maintaining flowerbeds, other landscaped areas, and sweeps and rakes grounds.
- Cleans walks, parking areas, and other areas of leaves and other debris, and removes trash.
- Operates, maintains, and repairs in-ground sprinkler systems.
- Observes and reports needed repairs to buildings and equipment.
- Maintains equipment used during work.
- Performs routine maintenance and equipment safety inspections.
- Performs a variety of semi-skilled trades work.
- May participate in the selection of new staff.

- May wash windows.
- May move and arrange furniture and equipment.
- May prepare areas for planting by clearing, grading, fertilizing, and watering grounds. May cut weeds and clear debris.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Principles of lead direction, work coordination, and training.
- Safe grounds maintenance methods and techniques.
- Basic building and equipment maintenance and repair.
- Building trades methods.
- Cleaning supplies and equipment.
- Proper methods used in cleaning work.
- Basic hand tools and equipment used in routine building maintenance and groundskeeping work.
- Safe work practices.

Ability to:

- Perform semi-skilled building trades work.
- Provide lead direction, work coordination, and training for assigned staff.
- Use and care for hand and power tools used in building trades and groundskeeping work.
- Clean and care for an assigned area and equipment.
- Follow oral and written instructions.
- Read and write at a level required for successful job performance.
- Recognize and locate conditions, which require maintenance and repair.
- Use and care for tools used in work assignments.
- Work on initiative without close supervision.
- Regularly work well under pressure, meet multiple and sometimes conflicting deadlines.
- Constantly demonstrate cooperative behavior with colleagues, supervisors, and customers/clients.

Licensing and Certifications:

Possession of, or ability to obtain, a valid California driver's license.

Education and Experience:

Two (2) years in gardening, grounds, and building maintenance experience comparable to that of a Facilities Maintenance Worker II with the County of Lake.

WORKING CONDITIONS, ADA AND OTHER REQUIREMENTS

The County of Lake is an equal opportunity employer. The County of Lake will comply with its obligations under the law to provide equal employment opportunities to qualified individuals with disabilities.

Positions in this class typically require sitting, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Light Work: Exerting up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for light work.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 25 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents generally work outside of a typical office environment and may be exposed to extreme temperatures, loud noise, fumes, noxious odors, dust, mist, gases, and poor ventilation; underground, confined, or restricted workspaces.

Positions in this class may require local and statewide travel as necessary.

Disaster Service Workers: As members of the County of Lake Emergency Services Organization, all County of Lake employees are designated as Disaster Service Workers during a proclaimed emergency and may be required to perform certain emergency services at the direction of the department/county.

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The County of Lake assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a “meet and confer” process and are subject to the Memorandum of Understanding currently in effect.