**Position Title:** Facility Maintenance Worker II  
**Department:** Public Works

**Date:** October 10, 2002  
**Reports to:** Facilities Manager

**FLSA Status:** Nonexempt  
**Positions Supervised:** none

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**BASIC FUNCTION:**
Performs a variety of semi-skilled and skilled, physically demanding building and grounds maintenance tasks, routine mechanical maintenance and service work, and operation of construction and maintenance tools and equipment. Work is performed for a variety of departments under the general supervision of the Facilities Manager who spot checks projects to ensure timely completion and compliance with plans and specifications. Specific instructions are given for unusual or non-routine tasks. Performs all work in accordance with sound safety practices.

**MINIMUM QUALIFICATIONS:**
Three years of experience performing a variety of skilled buildings and grounds maintenance and building construction work. Must possess a good understanding of standard construction rules and regulations and the building permit application process. Valid Washington State driver's license and good driving record, and must pass security clearance examination if assignments require access to secure areas; or any equivalent combination of training and/or experience that demonstrates ability to perform the essential functions of the job.

**PRINCIPAL DUTIES - Asterisk designates essential function:**

*1. Performs a variety of major and minor building repairs such as repairing or replacing molding, tiles, windows, and roofs. Constructs, repairs & maintains steel, wood and concrete structures in County facilities. Cleans up work areas where repairs are being performed.

*2. Diagnoses and troubleshoots routine electrical, mechanical and plumbing problems and performs needed repairs and installations. Performs plumbing operations necessary to install or remove, repair and replace sinks, toilets and other related plumbing equipment using appropriate tools. Performs a variety of minor electrical repairs such as replacing or repairing broken fixtures, outlets and switches. Assists in the replacement, repair and maintenance of heating, ventilation and air-conditioning systems. Interprets and works from a variety of blueprints, drawings, sketches and work orders.

*3. Project development for new construction and remodeling projects, to include reading, interpreting, and following building plans and specifications; obtaining estimates from contractors; preparing and submitting applications for building permits; facilitating inspections by building inspectors; identifying, implementing and remodeling sites to meet ADA (American with Disabilities Act) requirements.

*4. Paints interior and exterior building surfaces, fixtures and furniture; prepares surfaces for painting; mixes paints and other protective coatings and applies to surface.

*5. Designs and fabricates wooden cabinets, shelving, counters and workstations.
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*6. Repair and maintain County owned marine facilities including docks, floats and boat ramps.

*7. Operates and maintain a variety of motorized construction and maintenance equipment. Uses the tools, materials, methods and technologies associated with routine carpentry, electrical, plumbing and mechanical maintenance work.

8. Hires and supervises up to three contractors for specialized maintenance work such as painters, concrete finishing, electrical wiring, HVAC and plumbing to meet ADA specifications.

9. May direct the work of up to four community service workers.

*10. Orders supplies, materials and parts as necessary. Stocks and inventories items as needed.

*11. Tracks, details and reports time spent. Completeness and accuracy essential because this information is used for billing purposes.

*12. Communicates with customers, vendors and co-workers in a professional manner to facilitate positive working relationships.

*13. Acts within the scope of his or her responsibilities, working as a public employee and municipal officer with courtesy and professionalism, and adhering to the highest standard of ethics in accordance with RCW 42.52.

PHYSICAL AND MENTAL REQUIREMENTS:
Must be able to perform heavy physical work. Requires the ability to bend, stoop, crawl into tight spaces, work on ladders and roofs. Requires frequent standing and walking. The employee is required to lift objects weighing up to 50 lbs and must infrequently lift up to 100 pounds or carry objects with both hands and arms. This position frequently requires continuous hand and finger movement. This position frequently requires visual acuity at 20 inches or less, and hearing acuity for speech discrimination. The employee must be able to talk and to receive and understand written and oral communication and give written and oral instruction. The position requires the ability to occasionally calculate mathematics problems. Understand and follow oral and written instructions. Must be able to establish and maintain effective work relationships and deal courteously and tactfully with the general public. Must be able to use a variety of hand and power tools and drive a motor vehicle and motor boat.

EQUIPMENT REQUIREMENTS:

<table>
<thead>
<tr>
<th>Equipment/Tool</th>
<th>No. of Hours</th>
<th>Frequency of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicles</td>
<td>4</td>
<td>x</td>
</tr>
<tr>
<td>Telephone / Fax</td>
<td>1</td>
<td>x</td>
</tr>
<tr>
<td>Power saws, Jointers, sanders</td>
<td>4</td>
<td>x</td>
</tr>
<tr>
<td>Plumbing Hand tools</td>
<td>1</td>
<td>x</td>
</tr>
<tr>
<td>Paint Sprayer</td>
<td>4</td>
<td>x</td>
</tr>
<tr>
<td>Volt-ohm meter</td>
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<td>x</td>
</tr>
<tr>
<td>Chainsaw</td>
<td>1</td>
<td>x</td>
</tr>
<tr>
<td>Man-lift</td>
<td>2</td>
<td>x</td>
</tr>
<tr>
<td>Motor Boat</td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>

WORKING CONDITIONS: Work is performed both indoors and outdoors in all types of weather at sites throughout the County. May involve working at heights from ladders or scaffolding and in confined spaces such as crawl spaces. May work over water at marine facilities. May be exposed to a variety of hazards such as heavy equipment, high voltage power lines, and may be exposed to chemicals, chemically treated wood, dust, fumes, grease, and inclement weather. May be required to work evenings, weekends and holidays as necessary.
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May occasionally travel between islands by small motor boat. Must be able to respond to off-hours emergencies within a 15 minute period, if necessary, 24 hours a day, 7 days per week.