

CITY OF FORT WAYNE JOB POSTING

Applicants must meet duties/essential functions and minimum requirements.

Job Vacancy:	Maintenance Tech II	Department:	Parks & Recreation
Requisition Number:	2019088		
Hours:	40 Hours per week (Varies)	Rate of Pay:	\$22.0467 per hour
Date Posted Up:	2-13-19	Date Posted Down:	Until Filled
Time Up:	8:00 a.m.	Time Down:	

SUMMARY

Working under the general direction of the Supervisor of Facilities and Trades, incumbent is responsible for accomplishing a variety of tasks within the construction trades. This includes all levels of carpentry, plumbing, and masonry, painting and minor electrical repairs. Incumbent will have the ability to complete work orders correctly and efficiently under moderate supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Makes, creates, and constructs props for Botanical Conservatory; remodels offices and pavilions; replaces and repairs roofing; performs drywall work, structural repairs; makes forms for concrete work, pours and finishes concrete; paints and stains park structures and facilities, including removing graffiti;
- Installs and maintains various park related equipment, such as bleachers, backstops, fences, playground equipment, and other such equipment;
- Services / repairs, spray grounds, irrigation systems, pumps and fountains;
- Installs and repairs water lines, sewer lines, valves, and a variety of plumbing fixtures;
- Maintains swimming pool equipment and filtration of water;
- Excavates, braces and backfill trenches
- Repairs or replaces plumbing fixtures such as; toilets, sinks, faucets, drinking fountains, water heaters, various pipe works, and other miscellaneous items.
- Performs minor electrical repairs to fixtures, lights and other items as required.
- Reads and works from blueprints and diagrams, compiles material lists, and organizes assigned projects;
- Able to work in high places by using a ladder, scaffold or powered lift;
- Operates a variety of tools such as; all types of power hand tools, all varieties of wood working power tools, cutting torch, gas welding, sweat soldering and brazing, and all safety equipment as required;
- Completes basic repairs to H.V.A.C. and/or assesses advanced problems and recommends action to be taken;
- Operates a variety of vehicles including; skid loaders, forklift, tractors, lifts, bucket trucks, dump trucks with equipment trailers, and other vehicles as required, also operate standard shift transmissions;
- Works in an indoor / outdoor environment as required;
- Completes all required records accurately and in a timely manner;
- Communicates effectively both orally and written;
- Provides own set of carpentry and construction hand tools;
- Maintains proven acceptable attendance work record;
- Maintains a clean and neat personal appearance;

MARGINAL FUNCTIONS

Performs other duties as required.

SUPERVISORY RESPONSIBILITIES

Incumbent assists the supervisor in supervising two (2) to three (3) employees. It could more or less depending on peak periods or non-peak periods.

QUALIFICATIONS

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

EDUCATION AND/OR EXPERIENCE

- High school diploma or G.E.D.
- Four years working experience in either of the following areas: Commercial Building Maintenance, or Construction Trades.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operation and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, and percent.

REASONING ABILITY

Thorough working knowledge of a variety of trades is required. Incumbent must have the ability to interpret work instructions and other technical guides, read blueprints, have practical knowledge of tools, machinery and equipment, have some planning and layout and practical shop mathematics.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Indiana Operator's License with a For Hire endorsement.

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 functions.

While performing the duties of this job, the employee is regularly required to stand and walk. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. Use hands to finger, reach, or feel; Ability to work from ladders or lifts and high places. The employee lifts 75 pounds and carries the weight 50 feet. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Incumbent is responsible for a variety of different operations to be able to complete assignments with accuracy required to protect tools, materials, and prevent injuries of others. Work is performed with considerable independence from supervisor and has authority to deviate from general instructions and makes decisions and judgments affecting quality and adequacy of work. The jobs' duties and tasks are of a limited amount of involvement in the overall operation of the Parks and Recreation Department.

Working conditions are adequate with moderate exposure to dust, extreme temperatures, and inclement weather in recurring work conditions, which could involve chance of injury or loss of life.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen's Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 18 years of age or older. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

(Those individuals who accept employment with the City and live outside one of the six contiguous Indiana counties that border Allen County (DeKalb, Whitley, Noble, Huntington, Wells, and Adams) will have six (6) months from their start date to become residents of either Allen County or one of the six counties listed above. Policy and Procedure Number 204 Page: 1 of 1)

Equal Opportunity Employer

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.