

Maintenance Repairman II

DEFINITION

This is supervisory moderately complex sub-journeyman level work of in a variety of trades.

Duties of this class differ from that of a Maintenance Repairman I in that workers of this class assign, supervise and participate in the work of Maintenance Repairmen and Labourers performing a variety of maintenance, repair and minor construction tasks. Tasks of this class require the incumbent to be familiar with basic trade practices in one or more of the building or mechanical trades. Work is done under general supervision and is generally performed independently with considerable latitude for determining specific work methods. Problems of a major nature are referred to a supervisor. Assignments are received orally or written in the form of work orders from a supervisor who inspects the results to ensure they meet with established standards.

TYPICAL DUTIES *

Supervise and participate in the work of other sub-journeymen and labourers involved in a variety of tasks necessary to the area.

Supervise and assist workers in a variety of carpentry tasks, such as construction, fabrication, maintenance of cabooses, sheds and other small buildings. Also involved in the construction of cupboards, benches, tables, platforms, scaffolds and other related work.

Supervise and assist in the pre-cutting of forms for concrete construction work.

Maintain and repair all sewer cleaning and inspection equipment, components and tools to keep them in working order so as to be operational when required. Also performs special projects as required in Drainage Operations pumpwell shop.

Assign and participate in making repairs to a variety of equipment such as tampers, jackhammers, generators, drills, skill saws and related equipment.

Monitor the cleaning, painting and general maintenance of buildings and grounds.

Prepare material orders; checks stock and keeps records of all materials utilized.

Perform related work when required.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of methods, materials, tools and general equipment used in the building and mechanical trades pertaining to work assignments.

Ability to understand and carry out oral and written instructions and to read plans and sketches.

Skill and knowledge involved in the use and care of tools, equipment and materials required to perform assignments.

Knowledge of the safety precautions to be utilized in working with the various trades involved, ability to assign work to other workers and supervise them accordingly.

TRAINING AND EXPERIENCE REQUIREMENTS

Job Level

Completion of the tenth school grade; three years experience or training in building and mechanical maintenance repair work; or equivalent combination of training and experience; supervisory potential. Possession of a valid Class 5 Alberta Motor Vehicle Operator's license and eligibility to obtain a City driver's permit.

Drainage Services:

Completion of the twelfth school grade or GED.

The City of Edmonton is required to meet Alberta Environment Wastewater Collection Certification requirements for Drainage Services positions under this classification. All employees are required to obtain Level II Wastewater Collection Certification under the Alberta Environment Certificate program within 2 years of appointment to a permanent position within this class. Once the required level of certification is attained, the employee will transfer to the certified job code for this class, with the commensurate rate of pay.

The Drainage Branch reserves the right to waive the certification requirement for:

- an individual employee after 2 unsuccessful attempts at attaining the certification in a 2 year time frame or for
- a posted Design & Construction Section vacancy, where specific circumstances warrant,

provided that such waiver does not jeopardize the branch's ability to meet Alberta Environment certification requirements. The following classifications in the Drainage Operations Section will continue to require certification and incumbents will not be eligible for waiver of the certification requirement under any circumstances - these classifications are: Drainage Supervisor, Drainage Trainer, Training & Safety Instructor, Drainage Leader II, Maintenance Repairman II, and Pumpwell Millwright II.

* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

MAINTENANCE_REPAIRMAN_II.DOC

Salary Plan	<u>10M</u>	<u>10A</u>	<u>10B</u>	<u>10C</u>
Drainage Uncertified Grade	0139 022			
Drainage Certified Grade	2178 115			
Last Updated:	2010-05			
Previous Updates:	2000-09, 1991-10, 2008-07			
Originated:	1979-06			