

## Nueces County Job Description

**Job Title:** Mechanical Maintenance Worker II  
**Job Code:** 0333  
**Salary Level:** Pay Group 16  
**Class:** Non-Clerical  
**FLSA Status:** Non-Exempt  
**W.C. Code:** 9014  
**NAICS code:** 921190  
**Prepared by:** Mike Reed  
**Date:** 5/4/04

**Approved by:**



**Date:** 5-5-04

**SUMMARY:** Under general supervision, is responsible for preventive maintenance and repairs to County buildings, facilities, and equipment. Employee utilizes specialized skills in the areas of mechanical and electrical maintenance. Performs jobs that are too complex for Building Maintenance Workers I. May instruct or oversee work of Building Maintenance Worker I on specific assignments.

Is required to be on duty before, during, and after natural disasters and emergencies, as directed by the supervisor.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

Performs a variety of mechanical, electrical, and plumbing repairs, installations, modifications, construction projects, and preventive maintenance routines on County buildings and components in the area of plumbing, machine servicing, electrical components, electro-mechanical assemblies, HVAC systems, and appliances. These may include, but are not limited to:

- repairing chilled water air conditioning systems, including chillers, pumps, valves, and digital and pneumatic controls;
- troubleshooting and repairing electrical systems and devices;
- troubleshooting and repairing electro-mechanical door and lock systems in jail facilities;
- plumbing repairs;
- repairing kitchen food processing equipment;

Performs other duties as assigned.

**QUALIFICATIONS:** To perform the assigned duties successfully an individual, at this capacity, must be familiar with the standard concepts, practices and procedures within each particular field. The educational or experience requirements listed are representative of the knowledge, skill, and/or ability required.

**EDUCATION AND/OR EXPERIENCE:** High school diploma or general education degree (GED) and four years of mechanical/electrical maintenance experience (plumbing, HVAC, electrical, etc.), which provides the required knowledge, skills and abilities.

**LANGUAGE SKILLS:** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports.

**MATHEMATICAL SKILLS:** Ability to add, subtract, multiply and divide in all unites of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret bar graphs. Ability to calculate figures and amounts such as proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

**REASONING ABILITY:** Ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Must have a valid Texas Motor Vehicle Operator's License (Class C). Any employee who drives a vehicle on official business must have a driving record which meets standards set by the Risk Management Department and the County's insurance carrier.

**OTHER SKILLS AND ABILITIES:** Journeyman-level knowledge of plumbing, electrical, and/or HVAC.

Ability to perform moderately complex maintenance and repair work in all areas.

Ability to work independently.

Ability to operate and maintain a variety of power and manual tools and equipment.

Problem-solving ability.

Ability to read, write and do basic mathematical calculations.

Ability to establish and maintain effective work relationships with other County employees and officials.

Ability to lift heavy objects.

**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; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl. The employee is frequently required to walk. The employee is regularly required to talk or hear. The employee must occasionally lift and/or move up to 100 lbs. Specific vision abilities required by this job include close vision, distance vision, color visions, peripheral vision, depth perception and the 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.

While performing the duties of this job, the employee frequently works near moving mechanical parts; in high precarious places; and in outside weather conditions and is frequently exposed to wet and/or humid conditions and risk of electrical shock. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme heat, extreme cold and vibration. The employee is exposed to extreme cold while working outside during the winter. Employee is exposed to extreme heat if working in the air conditioning systems cooling tower in summer and in the boiler room. The employee is exposed to mechanical hazards if working on the boiler and emergency generator. The employee is exposed to fumes or airborne particles if working on the air handler. The employee is exposed to toxic or caustic chemicals while working with gasoline, solvents and the chemicals put in cooling tower and chill water systems.