



Job Title: Construction Mechanic II

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions consistently and to the satisfaction of the employer. Reasonable accommodations may be made for qualified disabled individuals. This job description is not an exhaustive list, as employees may be required to perform duties not specifically designated within this document, at the employer's discretion. The Escambia County School District reserves the right to modify or interpret this job description as needed.

FLSA Status: Nonexempt
Reports to: Appropriate Supervisor or Designee
Supervises: Appropriate Staff as required
Pay Grade: Educational Support – 21

APPROVED
ESCAMBIA COUNTY SCHOOL BOARD

JUNE 20, 2017

MALCOLM THOMAS, SUPERINTENDENT
VERIFIED BY RECORDING SECRETARY

JOB SUMMARY

The purpose of this position is to perform a wide variety of semi-skilled new construction, renovations, maintenance, and repair work.

ESSENTIAL JOB FUNCTIONS

- Performs complex and specialized tasks in the construction, renovation, modification, installation, and repair of buildings, equipment, apparatus, and facilities.
- May coordinate and instruct the work of entry level Construction Mechanics; assists entry level staff in the completion of complex or highly skilled installation, maintenance, and repair work.
- Performs duties according to acquired skills and knowledge in the trade disciplines, e.g., painting, masonry, electrical, carpentry, plumbing, mechanical, and HVAC systems.
- Performs plumbing work in installing or replacing valves, lines, and fixtures.
- Performs carpentry work, e.g., building shelving, cabinetry, and framework.
- Performs electrical work to buildings, boxes and switches; install ballasts, wiring, and fixtures.
- Performs tile work, plastering, cement, masonry, block, and drywall work.
- Performs construction and renovation on heating, ventilation, air conditioning systems (HVAC), and components, e.g., rooftop air conditioning units, pumps, air and water cooled chillers, electrical and gas fired boilers, cooling towers, heat pumps, etc.
- Installs low voltage operating and HVAC control systems.
- Performs a variety of cleanup tasks at job sites and other locations.
- Picks up and delivers materials to job sites; unloads delivery trucks; operates forklifts and other equipment.
- Reads and interprets blueprints, sketches, or building plans for information pertaining to type of material required and dimensions of equipment, system, or fixture to be fabricated.
- Ensures proper care in the use and maintenance of equipment and supplies; performs routine duties involving the repair and maintenance of tools, equipment, and accessories.

- Disposes of waste and hazardous materials in accordance with prescribed safety policies and environmental procedures; maintains cleanliness of painting facilities and equipment; maintains inventory of materials.
- Reports equipment malfunctions and facility maintenance needs to immediate supervisor.
- May perform the following: preparation of cost estimates, material orders, reports, and maintenance of records.
- Requisitions and/or purchases supplies and materials.
- Maintains various records and reports, e.g., records work order logs, maintains inventory of materials, evaluates, and prepares cost estimates for various projects.
- Conforms to all safety procedures.
- Performs other duties as assigned.

MINIMUM REQUIREMENTS

- High school diploma or equivalent.
- Five (5) years responsible experience performing facilities construction or renovation in two or more of the trade disciplines, e.g., painting, carpentry, electrical, masonry, mechanical, HVAC, plumbing.
- Any combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.
- Must possess and maintain a valid Driver License.
- Must possess and maintain an EPA Universal Refrigeration License for mechanical systems work.

KNOWLEDGE, SKILLS, AND ABILITIES

- Requires the ability to display knowledge of practices, methods, and techniques of general construction and/or material and equipment handling.
- Requires the ability to display knowledge of various power and hand tools.
- Requires the ability to display knowledge of occupational hazards and safety precautions.
- Requires the ability to act as a lead worker.
- Requires the ability to perform general construction.
- Requires the ability to use power and hand tools.
- Requires the ability to perform work that necessitates some specialized knowledge of clerical or trades-based tasks.
- Requires the ability to use or repair small/light equipment, such as power tools.
- Requires the ability to repair, develop, or install telecommunications systems.

PHYSICAL DEMANDS

While performing the essential functions of this job the employee is regularly required to stand, walk, use hands to finger, handle, or feel, reach with hands or arms, stoop, kneel, crouch, or crawl, and is occasionally required to lift and/or move more than 100 pounds. The work also requires the following physical abilities in order to perform the essential job functions: balancing, climbing, grasping, hearing, mental acuity, pulling, pushing, repetitive motion, speaking, talking, visual acuity, and walking.

WORKING CONDITIONS

Employees in this position work in an environment with heavy equipment and machinery that could result in bodily harm to co-workers or others.

Date of Board Approval: June 20, 2017, effective July 1, 2017

Date of Revision: