

**CITY OF SALEM  
HOUSING AUTHORITY  
MAINTENANCE MECHANIC II**

**00146**

**NATURE OF WORK**

This is journey level work in skilled grounds maintenance and general building maintenance of the Housing Authority.

An incumbent of this class performs a variety of skilled or semi-skilled tasks in the areas of grounds maintenance, landscape installation or miscellaneous building maintenance working independently or as part of a team. Incumbents receive daily direction from, and work with the Maintenance Mechanic III to complete assigned tasks. Occasional lead worker responsibilities may be exercised over seasonal or temporary Maintenance Mechanics, or as assigned by the Maintenance Mechanic III or other supervisor.

The work of this classification is distinguished from the Maintenance Mechanic III by the focus on landscape maintenance and grounds maintenance as primary responsibilities rather than skilled building maintenance work. The work of this classification is distinguished from the Maintenance Mechanic I by the higher authority over initiating skilled grounds maintenance work and occasional lead responsibilities.

**ILLUSTRATIVE EXAMPLES OF WORK**

(Any single position of a class will not usually involve all of the essential duties listed and many positions will involve essential duties which are not listed.)

Maintains Housing Authority properties by mowing, edging, blowing, planting, transplanting, fertilizing, trimming, and pruning using a variety of power equipment and mechanical tools.

Applies pesticides to turf and shrubs, and for weed and pest control.

Inspects grounds for safety problems such as broken branches, welding cracks, patch holes, or trip and fall hazards. Prioritizes safety problems or advises supervisor in an effort to mitigate potential liability.

Performs preventive maintenance on equipment. Changes oil and filters, greases and sharpens blades, and maintains and replaces or repairs valves on irrigation systems.

Installs and maintains irrigation systems. Blows systems to winterize, and tests and reprograms systems for spring and summer use.

Performs general exterior building maintenance through the repair or replacement of faucets, downspouts, and gutters.

Repairs and maintains building fixtures and equipment, including locks, windows, doors, screens, fences, window blinds and drapes, roofs, gutters, walls, and shelving.

Replaces electrical fuses, ballasts, and outlets.

Installs or replaces vinyl flooring, ceramic tile, asphalt, concrete, and plaster.

Performs general maintenance, repair, and interior or exterior painting on vacant units.

Replaces or installs new fencing. Digs and replaces or repairs drainage.

Operates a variety of heavy equipment, power equipment, and mechanical tools such as backhoes, power saws, augers, tractors, etc.

Responds to tenant requests regarding plumbing problems. Evaluates problems and takes appropriate corrective action.

Installs and repairs small electrical appliances, gas and electric stoves, and performs minor refrigerator repairs.

Works with contractors in the completion of miscellaneous new construction corrections. Coordinates with contractors and sub-contractors on resolving problems covered under contract.

Performs other related work as assigned.

## **WORK QUALIFICATIONS**

Experience in building grounds maintenance and landscaping with some experience in building maintenance in areas such as painting, carpentry, plumbing, electrical, or masonry; college level training in horticulture and building trades; or any equivalent combination of education and experience which provides the following knowledge, skills, and abilities:

Knowledge of current horticulture techniques used in a grounds maintenance environment.

Knowledge of the operation and general maintenance of power equipment and mechanical tools.

Knowledge of proper pesticide application.

Knowledge of residential construction and repair.

Knowledge of general maintenance and repair of basic residential appliances, heating equipment, and plumbing equipment.

Knowledge of the safe operation and general maintenance of heavy equipment, power equipment, and mechanical tools.

Ability to plan and organize work and manage multiple tasks.

Ability to work independently or take work direction from a higher level classification as part of a work team.

Ability to understand and follow oral and written instruction.

Ability to write clearly in the completion of required paperwork.

Ability to perform heavy manual labor for prolonged periods and in all types of weather conditions.

Ability to deal with the public effectively and provide information regarding grounds and building maintenance procedures.

Possession of a current State of Oregon Public Pesticide Applicator's License.

Possession of a valid Class C Oregon driver's license and the ability to meet City driving standards.

Position may require availability for standby duty during non-working hours.

Work is generally performed in a field setting in all types of weather and field conditions, often involving bending, stooping, crawling, and working at heights for extended periods of time. Work frequently involves moving from one physical location to another throughout the work day, and involves exposure to hazardous chemicals, dust, dirt, solvents, cleaners, and lubricants related to work assignment areas with safety precautions. Incumbents must be able to lift up to 50 pounds and up to 100 lbs with assistance from co-workers..

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Personnel Director

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