

## **CITY OF CORAL SPRINGS** **Classification Description**

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**CLASSIFICATION TITLE:** Facilities Technician  
**FUNCTIONAL AREA:** Public Works Department

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### **WORK OBJECTIVE:**

Under general supervision, the purpose of the position is to perform a wide variety of semi-skilled maintenance and repair work in one or more of the trade disciplines, e.g., electrical, masonry, plumbing, carpentry. Performs all work according to established safety standards, building codes and regulations applicable to the work. Employees in this classification have previous experience in the trade, and can perform tasks independently, though work remains subject to review and inspection during and upon completion of assigned tasks.

### **ESSENTIAL FUNCTIONS:**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Performs routine maintenance and repairs on structures, facilities, equipment, and other City property in one or more of the trade disciplines, e.g., electrical, plumbing, masonry, carpentry, locks.
- Performs various semi-skilled carpentry tasks, i.e., hangs doors, installs shelving, installs drywall.
- Performs general maintenance, replacement tasks and minor plumbing repairs to restrooms, drinking fountains and plumbing fixtures.
- Performs minor electrical repair, replacement and installation tasks of various electrical components, e.g., ceiling fans, light fixtures, electrical switches.
- Prepares and performs various special projects, e.g., painting, carpentry, plumbing, masonry, locks, office remodeling.
- Prepares and submits work estimates for work orders; locates vendors and contractors to supply materials or labor, schedules work with customers.
- Performs preventive maintenance inspections on City buildings.
- Assists with public safety emergency response.

### **MINIMUM QUALIFICATIONS:**

#### **Education / Certifications / Experience –**

High school diploma or GED; supplemented by two (2) years experience in semi-skilled laboring or maintenance work; or an equivalent combination of education, training, and experience. Must possess and maintain a valid Class D Florida Drivers License.

## Facility Technician

### **Knowledge, Skills, & Abilities –**

General knowledge of the methods, tools, equipment and necessary safety precautions used in general maintenance and repair work.

Knowledge of current codes and regulatory standards governing facilities construction, maintenance and repair.

Ability to understand and follow written and oral instructions.

Ability to read and write English.

Ability to operate basic office equipment, e.g., computer terminals, printers, copy machines, telephone systems, facsimile machines.

Ability to operate basic manual and electric hand tools, e.g., hammer, screwdriver, skill saw, power drill, wrench, level, pliers.

Ability to operate various City automobiles and pickup trucks.

### **PHYSICAL REQUIREMENTS:**

Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, or crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-90 pounds). Requires intermittent lifting, carrying, pushing, and/or pulling of heavier objects (200+ pounds).

### **ENVIRONMENTAL REQUIREMENTS:**

Some work is performed in usual office conditions with rare exposure to disagreeable environmental factors, e.g., dust, cleaning chemicals/fumes, mild temperature variations. Some tasks are performed in an outdoor environment with potential for exposure to disagreeable elements, e.g., heat, humidity, toxic agents. Some tasks are performed in a shop environment, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents.

The City of Coral Springs is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Coral Springs provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.