

YAKIMA COUNTY, WASHINGTON
CLASS SPECIFICATION
CLASS TITLE: Maintenance Specialist

BAND: B	GRADE: 2	SUBGRADE: 1	CLASS CODE: J23-7021
DEPARTMENT: Varies	ACCOUNTABLE TO: Varies	JOB FAMILY: Facilities	OVERTIME STATUS: Non-Exempt

JOB SUMMARY: The Maintenance Specialist performs skilled maintenance activities related to the maintenance of County equipment, parks or facilities and operates equipment which does not require a commercial driver's license.

DISTINGUISHING CHARACTERISTICS:

The Maintenance Specialist classification is the first level of a three-level journey maintenance classification series. This classification is distinguished from the semi-skilled Maintenance Technician classification by the more skilled, specialized duties performed at the specialist level. This classification is distinguished from other skilled maintenance classifications by the greater degree of skilled work and/or commercial driver's licensing required of higher-level classifications.

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample: (Position assignments may vary.)	BAND/ GRADE
1.	Performs a variety of skilled activities in maintaining and repairing County buildings, right-of ways, parks and equipment including such activities as monitoring the work of others;	B2
2.	Performs semi-skilled work involving operation of vehicles which does not require a commercial driver's license such as pick-up truck, scissor lift. Performs operational checks and simple maintenance activities; reports needed repairs.	A1
3.	Follows skilled troubleshooting and diagnostic procedures to determine malfunction cause and repair needs of equipment such as weed sprayer, lawn maintenance and / or painting equipment.	B2
4.	Performs maintenance and safety inspections of equipment and systems requiring skilled knowledge.	B2
5.	Performs grounds maintenance activities on County right of ways, parks or other property. Duties include spraying, mowing, trimming, and planting vegetation, picking up litter, pruning trees and standard wall repair, painting and maintenance.	A1
6.	Operates and maintains machinery such as sprayers, mowers and weed eaters.	A1
7.	Opens and closes facilities; responds to customer inquiries and explains program rules and regulations. Answers questions about weed control.	A1
8.	Performs other duties as required.	

Knowledge of: (Position requirements at entry):

- Skilled groundskeeping and equipment maintenance techniques;
- Safety precautions applicable to area of assignment;
- Tools and equipment used in area of assignment;

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- Troubleshooting and diagnostic procedures related to systems maintained.

Skills: (Position requirements at entry):

- Performing skilled maintenance activities related to area of assignment;
- Troubleshooting, diagnosing, and repairing equipment used;
- Using two-way radios and/or applying traffic control techniques;
- Mowing lawns, trimming trees and shrubs;
- Using hand and power tools;
- Applying customer service techniques;
- Operating vehicles requiring less than a commercial driver's license;
- Establishing and maintaining effective interpersonal relationships at all organizational levels and with the public;
- Communication, both oral and written, sufficient to exchange or convey information and to receive work direction.

Training and Experience: (Position requirements at entry):

High School Diploma or General Equivalency Diploma (GED) and three years maintenance experience in area of assignment or an equivalent combination of education and experience which provides knowledge, skills, and abilities sufficient to successfully perform the essential duties of the job.

Licensing Requirements: (position requirements at entry):

- Valid State of US Driver's License
- Successful completion of a criminal background check and general employment verification;
- Some positions may require additional licensing such as:
- CJIS (Criminal Justice Information Services) training required within 2 weeks of employment
 - Washington State Department of Agriculture Pesticide Applicators License within 60 days of appointment
 - 40-hour HAZWOPER certification within one year of appointment.

Working Conditions: Position may have the potential exposure to the following:

Environment: Excessive noise, exposure to weather, extreme temperatures, moving/mechanical parts, pathogen exposure, vibration, travel. Work in confined spaces, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: bending, carrying, handling, lifting, reaching, sitting, standing, walking, fingering, balancing, climbing, crawling, crouching, kneeling, hearing, smelling, talking, visual acuity.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Heavy Work: Exerting up to or in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force

Classification History:

New Class: 1/98

Revised: 1/99;

Revised: 4/03 (series definition only)

Revised: 10/21

Revised: 12/22