

# **CITY OF SATELLITE BEACH**

## **JOB DESCRIPTION**

**JOB TITLE:            FACILITIES MAINTENANCE SPECIALIST**

**DEPARTMENT:        PUBLIC WORKS**

### **GENERAL DESCRIPTION:**

Semi-skilled maintenance work of buildings and property and other facilities. Work is performed under general supervision.

### **ESSENTIAL JOB FUNCTIONS:**

1.     Performs general building maintenance and repairs.
2.     Completes daily work reports.
3.     Paints, stains, interior and exterior of buildings, etc. Assists in roofing work.
4.     Assists in remodeling rooms.
5.     Performs rough carpentry work, such as decks, docks, shelves, cabinets, fences, etc.
6.     Performs other related work as required.
7.     Assists in skilled mechanics as directed.
8.     Performs work found in other Specialist's classifications.
9.     Other duties as may be assigned.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

### **MINIMUM QUALIFICATIONS:**

#### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of general repair and maintenance techniques to keep buildings, and equipment in good repair.
- Ability to read and write and follow directions.
- Ability to do building repairs.
- Ability to keep records and reports.
- Skill in using related equipment and tools.

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**EDUCATION AND EXPERIENCE:**

High school graduation or possession of an acceptable equivalency diploma. Two (2) years of general repair work.

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

**LICENSES, CERTIFICATIONS OR REGISTRATIONS:**

Valid Florida Driver's License.

**ESSENTIAL PHYSICAL SKILLS:**

- Acceptable eyesight (with or without correction)
- Heavy (up to 50 pounds) lifting and carrying
- Walking
- Standing
- Kneeling
- Bending
- Stooping
- Driving

**ENVIRONMENTAL CONDITIONS:**

- Works outside in various weather conditions
- Works with hazardous power tools
- S Ladders and scaffolding

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)