MAI NTENANC E ENGINEER

BUSDFina l
• Comm unicate with personnel and various o utside a gencies a nd contracto rs to exchange info rm a tion,

coordinate activities and resolve issues or concerns • Maintain various records related to safety, expenses, work orders, project status and assigned
activities • Perform preventive maintenance on equipment and utilities including replacing and servicing parts
and compo nents • Train and provide work direction and guidance to assigned personnel on short-term special projects;

assign daily duties to m aintenance perso nnel on special projects as assigne d

Carpenter • Maintain, troubleshoot, and repair structures of wood or related systems such as walls, ceilings, roofs,
floors, windows and all related building components • Finish, repair, construct or install wallboard, stucco, sheetrock, frames, forms, plywood, sheds, fences,
do ors, partitions, furniture, windows, and o the r structures; perform necessary m illwork; cut, size and glue Fo rm ica; hang sheetro c k, lay ceiling tiles and flo oring m ate rials; insta ll aco ustical materials and remodel offices; repair, replace and install building hardware, including lo cks and security dev ices , do or closers and panic bars ; m ix, po ur and finish co ncrete; o perate a varie ty of hand and po wer too ls

including radial arm saws, circular saws, handsaws, planers, drills, pneumatic nailers, power actuat ed

attachment guns, hammers, sc rewdrivers, tra nsits and o ther hand and po wer too ls

Elect rician • Inspect, maintain, troubleshoot and repair electrical, equipment, systems and other installations; •

MAINTENANCE ENGINEER
 BUSDFinal

Heating, Ventilating and Air Conditioning (HVAC)  Maintain, troubleshoot and repair heating, ventilation and air conditioning systems and equipment;
make routine adjustments and perform preventive maintenance; diagnose malfunctions and
determine repair needs; maintain and replace filters as necessary  Install, service, maintain, regulate and repair HVAC equipment such as boilers, HVAC water systems,
heaters, gas furnaces, pumps, valves, thermostats, electric and pneumatic control components,
bearing assemblies, air conditioners, and other HVAC equipment; analyze operating conditions of
boilers, air handlers, furnaces, mechanical components of air conditioners and other HVAC
equipment; perform preventive maintenance such as cleaning and replacing filters, checking and
replacing belts; draining, flushing and testing chemicals in boilers; operate a variety of inspection and
repair equipment such as meters, gauges, drill presses, pipe threaders, power saws and grinders,
soldering and brazing torch, pipe and tube cutters and other power and hand tools
Painter/Glazier 

MAINTENANCE ENGINEER
 BUSDFinal

ABILITY TO:
Perform a variety of journey-level activities in the maintenance and repair of facilities, utilities and equipment
in two (2) of the building trades (carpentry, electrical, HVAC, plumbing and painting/glazing)