

MAINTENANCE LOCKSMITH/SERVICE SYSTEMS TECHNICIANDEFINITION

Under general supervision of the Director of Maintenance to provide for effective operation of security devices and service systems through the performance of skilled work on locking mechanisms, pool equipment, automatic valves and controls of sprinkler systems, chlorinators, communications, timing and alarm systems; to be responsible and accountable for carrying out a preventive maintenance program to extend the functional life and to avoid malfunctions and replacement of equipment; and to do related maintenance work as required.

DISTINGUISHING CHARACTERISTICS

Incumbents of this class are responsible and accountable for performing skilled work in lock repairs and installation, maintenance and repair of a wide variety of mechanical systems, equipment, and fixtures, except those covered by commercial contracts. An incumbent is also available for other types of maintenance work as required. May supervise helpers. Incumbents may be required to perform standby alert during off duty hours.

ESSENTIAL FUNCTIONS

Responsible for carrying out preventive maintenance programs.

Checks and repairs door locks.

Dismantles, rebuilds, re-keys and changes combination of locks.

Repairs and maintains swimming pool mechanical equipment.

Repairs and maintains time clocks, bell and buzzer systems, sprinkler controllers and automatic valves.

Repairs and maintains chlorination equipment.

Works from sketches, drawings and specifications in installing and repairing service systems and equipment.

Assists in the development of plans, drawings, specifications and estimated costs.

Recommends operational procedures, and instructs operational personnel on use of equipment.

QUALIFICATIONSKnowledge of:

Modern methods, devices, techniques, materials used in plant security; appropriate building and safety code requirements; mechanical drawing and blueprint reading; tools and equipment; maintenance and operation of chlorinators and swimming pool equipment; communications, alarm and timing systems.

Ability to

Understand and work from sketches, drawings, plans and blueprints; operate and use tools and equipment; diagnose mechanical troubles; maintain cooperative relationships with those contacted in the course of work; rig and work from ladders and scaffolding; correctly demonstrate sufficient strength, mobility and range of motion to arm lift 60 pounds and floor lift 60 pounds in an employee entrance evaluation.

Experience:

Three years experience as a locksmith and/or service systems repairman.

Education:

Equivalent to completion of the twelfth grade.

License:

Possession of a valid California driver's license.

Board approved

Reviewed 1988-89 Classification Study.