



# Val Verde Unified School District Employment Opportunity

## CLASSIFIED VACANCY

**POSITIONS:** Maintenance Utility Worker II  
**LOCATION:** Maintenance and Operations Department  
**RECRUITMENT NUMBER:** CL1112048  
**APPLICATION DEADLINE:** February 7, 2012  
**SALARY RANGE:** \$38,018.11 - \$51,771.46 Annually (7 steps)  
\$18.00 - \$24.51 Hourly  
**WORK YEAR:** 12 month work year, 8 hours per day

<b>TESTING DATE/TIME:</b>	A-L February 14, 2012 09:00 am to 11:00 am M-Z February 14, 2012 1:00 pm to 3:00 pm
<b>TESTING LOCATION:</b>	<b>Human Resources Classified Testing Center</b> 25100 Red Maple Lane, Moreno Valley, CA 92555

**Note:** All applicants must submit their application by the deadline to be able to take the exam. Testing is conducted by your last name. Please see times listed above for your testing group and time. In order to ensure fairness to all participants, testing will begin promptly at the scheduled time. Applicants that arrive late will not be allowed to take the exam. Please arrive 30 minutes prior to testing, bring picture I.D. and park in the main parking lot on the Val Verde Academy Campus and walk along the outer sidewalk to the HR Classified Testing Center. (DO NOT WALK THROUGH THE MAIN CAMPUS.) **ONLY APPLICANTS WHO MEET MINIMUM QUALIFICATIONS FOR THE POSITION WILL BE CONSIDERED.**

### EMPLOYMENT STATUS:

Classified Bargaining Unit Position within the Val Verde Unified School District.

### HOW TO APPLY:

Qualified and interested candidates should submit their classified applications to Human Resources, Val Verde Unified School District, 975 West Morgan Street, Perris, CA. 92571-3157. Applications are accepted Monday through Friday between the hours of 8:00 a.m. to 4:30 p.m. Please visit our website at [www.valverde.edu](http://www.valverde.edu) and click on "Employment" for postings and applications. All applications must be submitted no later than 4:30 p.m. on the application deadline.

❖ This recruitment may be used for future vacancies and substitute vacancies.

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### JOB DESCRIPTION

#### DEFINITION

Under supervision, to assist in performing skilled or semi-skilled maintenance, construction and repair work in one or more of the building and construction trades; to assist with repair and maintenance of electrical,

## **Maintenance Utility Worker II**

February 7, 2012

Page two

### **DEFINITION (continued)**

plumbing, heating and air conditioning systems, locksmithing, glazing; to do general carpentry, perform painting, masking and surface preparation for painting and maintenance work; and to do related work as may be required.

### **CLASS CHARACTERISTICS**

Incumbents in this class may be required to work in any of the building and construction trades utilized by the District. In general, incumbents work under the direction of a Maintenance Utility Worker III or Maintenance Utility Worker IV as a helper or independently, however, the skill required in any field is less than would be required of a Maintenance Utility Worker III. Incumbents will drive a District vehicle to various sites through the District. The duties listed below are representative of the collective duties of positions assigned to this class; however, no one position will normally perform all of these duties.

### **EXAMPLES OF DUTIES**

Inspect, repair or install, test, service and maintain electrical and lighting systems, including conduit and duct systems, light and power circuits, junction boxes, switches and receptacles; check and repair electrical units for dishwashers, refrigerators, mixers, garbage disposals, stoves and other units; maintain, repair and install heating and air conditioning systems and related equipment including such equipment as fans, blowers, thermostats, pumps and motors; install interior and exterior wiring for new and altered facilities. Repair, remodel and construct wooden articles and structures such as partitions, counters, doors, windows and frames; frame, cover and roof structures; hang, tape and texture drywall, sheet rock and paneling; repair or modify furniture, desks, tables and bookcases; install or replace floor and ceiling tiles; inspect, repair, replace, program or re-key entry locks, make keys; repair or replace door closers, panic latches and bars; make forms, pour and form concrete; replace window glass. Make installations and repair general plumbing systems and appliances, repair existing systems; install, repair and maintain water supply with sewer lines; storm drains and gas lines; repair and replace valves, fittings, ball cocks, cut and thread pipe and fittings, pack faucets; do welding, soldering, caulking and brazing when necessary; repair, install and maintain dishwashers, garbage disposals, stoves, hot water heaters and other appliances, maintain and repair manual and automatically operated sprinklers and irrigation controls, timing devices, sprinkler heads, back flow and anti-siphon valves and lines; service or replace clock motors and micro-switches. Perform skilled work in painting, masking and surface preparation; Using brush, roller or spray guns, apply paints, varnish, shellac, enamel, lacquer or other protective or decorative finishes to a variety of surfaces; prepare surfaces for painting and repainting; may erect, rig or move scaffolding and platforms, clean brushes, tools and other equipment; refinish furniture; paint signs, door numbers, paint lines on athletic courts and parking lots. Regulate, repair and replace clock and bell systems, master controls for sprinkler, lighting, fire alarm and security systems, repair or replace photo-cells.

### **EMPLOYMENT STANDARDS**

#### **KNOWLEDGE AND ABILITIES**

**Knowledge of:** Tools, materials and standard practices used in the various building and construction trades; applicable building and construction codes and regulations; and appropriate precautions and procedures; standard practice, methods, material and equipment used in painting and finishing work.

## **Maintenance Utility Worker II**

February 7, 2012

Page three

### **KNOWLEDGE AND ABILITIES (continued)**

**Ability to:** Use hand and power tools, shop equipment, materials skillfully and safely; read and interpret plans, specifications, blue prints and working drawings; perform and learn to perform other areas of general maintenance and repair work; perform shop math; use airless sprayer, brushes, rollers and other painting equipment; understand and carry-out oral and written instructions; work cooperatively with those contacted in the course of work.

### **EDUCATION AND EXPERIENCE**

**Education:** Individuals possessing the experience, knowledge and abilities listed herein are considered to possess the necessary education.

**Experience:** Two (2) years of responsible experience in one or more of the general construction building trades or one (1) year of experience in the Val Verde Unified School District in an area in which an incumbent has acquired competence at a skilled level.

### **REQUIRED LICENSES AND/OR CERTIFICATES**

Possession of a valid and appropriate California Driver's License. May be required to hold a license to operate a Hilti Gun or Back Flow Certificate.

02/01/12