

Repairer - General

Dept/Div: *Maintenance*

FLSA Status: *Non-Exempt*

General Definition of Work

Performs intermediate skilled trades work related to general building maintenance and repairs, and related work as apparent or assigned. Work is performed under the limited supervision of the Supervisor - Maintenance Repairs.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

Performs general maintenance work, including tile installation, general carpentry, and electrical and plumbing repairs as required.

Removes snow from walkways, driveways, and parking areas; maintains and performs minor repairs on snow removal equipment; operating trucks with plows, snow blowers, etc.

Cleans community rooms, laundry rooms, mailrooms, bathrooms, common areas, stairwells and basements; removes furniture from vacated tenant spaces; removes beds infested with bed bugs.

Unloads deliveries; delivers papers and boxes to offices.

Fixes elevators when down; removes tenants when stuck in elevator.

Uses fumigation bombs to get rid of roaches and mice.

Removes and installs toilets, sinks valves; unclog sinks and tubs; snakes sewer lines; replaces sprinkler heads; fixes and relocates pipes; repairs all general leaks; replaces shower heads, toilet seats; installs new waste lines.

Puts up sheetrock; frames walls; removes and installs flooring, new doors; fixes locks; repairs windows; patches holes in walls; sands, paints, waxes and strips floors; repairs ceramic tiles in bathroom; installs new vents, shelves, closet doors and shades; fixes and installing screens; installs exit signs.

Installs paving bricks; mixes concrete and fixes cracks on sidewalks; changes wall pack lights; cleans gutters.

Knowledge, Skills and Abilities

General knowledge of building and utility maintenance and repair; some knowledge of basic landscaping including the equipment, procedures, and tools used; some knowledge of the policies, procedures and activities of the department; some knowledge of the occupational hazards and safety precautions of the trade; ability to understand and follow simple oral and written directions; ability to operate trucks and other automotive equipment incidental to regular duties and/or area of assignment; skill in performing preventive maintenance, installation and repair operations incidental to regular duties and/or areas of assignment; skill in the use of landscaping equipment (truck, weed eater, blower, power saw, lawn mower, etc.) and standard hand tools; ability to establish and maintain effective working relationships with associates and the general public.

Education and Experience

High school diploma or GED and moderate experience performing general maintenance and repairs, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 25 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, speaking or hearing, using hands to finger, handle or feel, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and repetitive motions, frequently requires lifting and occasionally requires sitting and tasting or smelling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive

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information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires exposure to wet, humid conditions (non-weather) and exposure to outdoor weather conditions and occasionally requires working near moving mechanical parts, working in high, precarious places, exposure to fumes or airborne particles, exposure to extreme heat (non-weather), exposure to the risk of electrical shock, wearing a self-contained breathing apparatus and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Valid commercial driver's license in the State of New Jersey.