Job Code:     527.3

Job Title:     **MAINTENANCE MECHANIC III**

Pay Grade:     14

## GENERAL SUMMARY:
Provides general, preventive and corrective electro-mechanical and constructive maintenance for structures, facilities and systems.

## RESPONSIBILITIES:

* Installs mechanical equipment and components.

* Repairs, refurbishes and maintains several types of pumps (i.e. hydraulic, oil, gas, diesel) and miscellaneous rotating and reciprocating equipment and machinery.

* Operates vehicles to and from work sites.

* Repairs and maintains equipment and parts.  Practices equipment and parts conservation.

* Performs additional maintenance activities such as painting, a/c repairs, carpentry, carpet, plumbing, concrete and roofing repairs as in general building maintenance.

* Rehabilitates and monitors equipment, facilities, and systems (i.e. elevators, escalators, automatic doors, ticket dispenser's electric gates, a/c and heating equipment).

* Provides preventive maintenance to equipment, buildings, facilities and systems.

* May lead and train lower level personnel.

## SPECIFICATIONS:

**KNOWLEDGE:**
Specialized training in principles, procedures, practices, routines or techniques in a specific area or trade which might normally be acquired through up to 18 months of education or training beyond the high school level.  Vocational competence in the operation of mechanical or electronic equipment may be required.  Must have a valid Texas driver's license and comply with the City of Houston's policy on driving.

**EXPERIENCE:**
One year of experience in building or mechanical maintenance is required.

**License:**     May require a valid Commercial Driver's License (CDL).

**COMPLEXITY:**
Work consists of standard procedures and tasks where analytic ability is required in following guidelines, policies and precedents.

**IMPACT OF ACTIONS:**
Errors in work cause some expense and inconvenience. Work is typically performed under moderate supervision and within standard operating procedures. The incumbent occasionally can function autonomously, with the supervisor available to answer questions as they arise.

**SUPERVISION EXERCISED:**

**Direct Supervision:**
May occasionally lead or provide work direction for a work crew.

**Indirect Supervision:**
May occasionally provide indirect supervision to lower rated crew members.

**CONTACTS:**

**Internal Contacts:**
Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

**External Contacts:**
Level of external contact is primarily with lower-level service representative and vendors. Interaction involves routine information exchange and/or simple service activity which requires common courtesy; e.g., directing calls, and answering simple questions.

**PHYSICAL EFFORT:**
The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

**WORK ENVIRONMENT:**
There are routine exposures to significant levels of heat, cold, moisture and air pollution.  The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

**PHYSICAL SKILL:**
Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands; or the ability to make rapid closely coordinated eye/hand movements on a patterned response space within somewhat fine tolerance demands; or the ability to make coordinated eye/hand movements within fine tolerances with large equipment as an extension of the worker.

## MISCELLANEOUS:
All duties and responsibilities may not be included in the above job description.

## JOB FAMILY:
Maintenance Mechanic I
Maintenance Mechanic II
Maintenance Mechanic III
Maintenance Supervisor

*Effective: October 1990*
*Revised: January 2002*