

# The University of Texas at San Antonio

## *Job Description*

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Job Title: Maintenance Worker III  
Code: 15288  
Salary Grade: 55  
FLSA Status: Non-Exempt  
Department/Division: Facilities Services  
Reports To: Job available in different sections, reports to different departmental leaders

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## *Summary*

- Function: To provide journeyman level skills in the area of plumbing, electrical maintenance/repair, carpentry, or painting.
- Scope: Responsible for journeyman level maintenance and repair work of plumbing, painting, electrical, carpentry, air conditioning, and refrigeration.

## *Duties*

- Typical:
  1. To provide journeyman level skills in the performance of a variety of maintenance tasks to include installing, maintaining and repairing electrical motors and switches, circuit breakers, outlets, fixtures, fittings and accessories; installation and repair of plumbing in new construction or remodeling; stains and refinishes furniture, and performs other general carpentry work connected with remodeling and construction; prepares surfaces prior to applying any variety of coverings; taping, floating sheetrock joints, and other conditioning work in connection with new construction or remodeling.
  2. Inspects completed work for conformance to all specifications and regulations; maintains daily records of work performed; cross-trains with various shops; and reports need for specific repairs to supervisors.
  3. May provide guidance and training to maintenance worker I's and II's.
  4. Performs other duties as assigned.
- Periodic:
  1. Submits reports on status and costs of maintenance projects.
  2. May act as night maintenance person.

### *Education*

<b>Required</b>	<b>Preferred</b>
High school graduation or GED.	Journeyman license or certification from one of the main trades.

### *Other Requirements*

<b>Required</b>	<b>Preferred</b>
Must be able to lift, pull, or push 50 pounds.	Knowledge of HVAC pumps, steam generators, and steam system vacuum pumps. Good communication skills.
Basic knowledge of safety procedures.	
Current Texas Driver's license and an approved drivers rating from the UTSA police department.	
Criminal Background Check (CBC).	

### *Experience*

<b>Required</b>	<b>Preferred</b>
Five years of skilled/journeyman level experience in building and utilities maintenance.	Over five years as a skilled/journeyman in any of the main trades.

### *Equipment*

<b>Required</b>	<b>Preferred</b>
Knowledge of the use of equipment of the building and mechanical trades.	N/A

### *Working Conditions*

<b>Usual</b>	<b>Special</b>
Some exposure to weather and/or physical hazards.	Mechanical, electrical or other craft hazards.

### *Supervision*

<b>Received</b>	<b>Given</b>
General supervision from superintendent of construction and maintenance.	Supervision over subordinates.

### *Accuracy*

Accuracy in the use of tools and equipment, thoroughness in the application of safety principles.
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*Security Sensitive*

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

*Internal Control*

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.