

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Power Equipment Machinist	CLASSIFICATION:	Classified Non-Management (SEIU/Operations Support)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	0630	WORK YEAR:	12 Months
DEPARTMENT:	Facilities Maintenance	SALARY:	Flat Rate Salary Schedule C2
REPORTS TO:	Assigned Supervisor	BOARD APPROVAL:	09-26-83
		HR REVISION:	06-06-12

BASIC FUNCTION:

Perform highly skilled work to fabricate, modify, and manufacture equipment and parts; set up, adjust, and operate various machine shop tools; rebuild, repair, and service power operating equipment and vehicles.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Fabricate parts as needed to repair equipment; study sample parts, blueprints, drawings, and engineering information in order to determine methods and sequences of operations needed to fabricate parts and determine dimensions and tolerances. **E**

Set up, adjust, and operate various machine shop tools, including lathes, milling machines, drill presses, grinders, and power saws; monitor the feed and speed of machines during the machining process; align and secure holding fixtures, cutting tools, attachments, accessories, or materials onto machines. **E**

Machine parts according to specifications; calculate dimensions and tolerances using mathematics and through the use of hand tools and measuring devices of the trade, such as micrometers and calipers. **E**

Machine shafts, gears, and a variety of other parts for various types of equipment, such as compressors, motors, blowers, power tools, wood-working machinery, wheeled equipment, and other equipment. **E**

Repair, rebuild, and/or tune-up vehicles for the Maintenance and Warehouse Departments, which includes trucks, vans, forklifts, man-lifts, trailers, and boom trucks. Diagnose and repair radiators, hoses, thermostats, heater cores, water pumps, belts, alternators, batteries, turn signals, lights, wiring, starters, and gauges. **E**

Observe, listen, and visually inspect power tools or machinery and check for unusual noises, excessive vibration, fluid leaks, or loose parts to determine why they fail to operate properly; troubleshoot, diagnose, and correct operational deficiencies. **E**

Dismantle machines or equipment to examine parts for defects, fabricate or repair defective parts, fit and install completed parts, reassemble machines or equipment, or move heavy machinery to other locations. **E**

Maintain and repair lifts and bed lifts, such as switch replacements, hydraulic rams, wheels, and casters. **E**

Maintain, service, repair, and rebuild custodial equipment, such as low-speed floor buffers, dry and wet vacuums, floor auto scrubbers, carpet extractors, swimming pool vacuums and pumps, backpack leaf blowers, yard vacuums, and propane engine high-speed floor burnishers. **E**

Maintain and repair electric cart for the Transportation Department, maintain and repair gasoline trucks and propane sweepers for the Custodial and Warehouse Departments; utilize a voltage tester to diagnose power levels. Repair forward and reverse solenoids, switches, and battery replacements/connections; make motor work repairs, including carbon brushes or bearing replacement, front-end alignments, tires, and brakes. **E**

Repair the Maintenance/Trades Department power equipment, such as jackhammers, ground pounders, generators, large water valves, high-pressure washers, compressors, hand sanders, drills, table saws, welding equipment, grinders, and hydraulic jacks. **E**

Maintain, service, and repair Industrial Arts class equipment, such as table saws, band saws, drill presses, hand-held sanders, wood planers and jointers, and all power and mechanical equipment. **E**

Utilize reference materials, service manuals, and troubleshooting guides to determine appropriate parts or information for specific applications; operate a computer to conduct research to locate parts and equipment replacement; contact manufacturers to exchange technical information; read and work from schematics, blueprints, sketches, shop drawings, and diagrams. **E**

Maintain inventory of parts and equipment; purchase power hand tools, machinery, lifts, fasteners, metal, and vehicles. **E**

Drive a district vehicle to conduct work, such as truck and trailer combination for the pick-up of machinery, lifts, parts, etc.; lift and carry heavy objects. **E**

Assure work completed and in progress comply with applicable laws, rules, and regulations. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: graduation from high school plus related training or courses, and four years of mechanical experience, including the operation and repair of hand and power tools and shop equipment.

LICENSES AND OTHER REQUIREMENTS:

Hold a valid California Class C driver's license, and provide proof of insurance; employee entrance evaluation (lifting test); obtain forklift certification within six months of employment.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, materials, tools, and equipment used in the repair of power operating equipment.

Mechanical engines, propane and gasoline-powered.

Building codes, policies, regulations, and guidelines.

Electrical testing equipment.

Basic principles of electricity.

Gas and electric welding and cutting equipment.

Fabricating equipment.

Mechanics, mathematics, metal properties, layout, and machining procedures.

Operation of a computer.

Basic record-keeping techniques.

Safe working methods and procedures.

Technical aspects of field of specialty.

Health and safety regulations.

ABILITY TO:

- Perform skilled work to rebuild, repair, and service power operating equipment.
- Fabricate and manufacture equipment and parts.
- Diagnose equipment being repaired.
- Focus on a single source of sound in the presence of other distracting sounds.
- Machine parts to the tolerance of .0002 inch.
- Analyze information, and evaluate results to choose the best solution and solve problems.
- Use reference materials, service manuals, and troubleshooting guides.
- Machine parts as needed for repair.
- Assemble and disassemble mechanical equipment.
- Use gas and electric welding and cutting equipment.
- Work from blueprints, schematics, sketches, shop drawings, and diagrams.
- Maintain records, and prepare complete and concise reports.
- Understand and follow oral and written directions.
- Establish cooperative working relationships with others.
- Work independently with minimal supervision.
- Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Operate a vehicle, observing legal and defensive driving practices.
- Lift and carry heavy objects according to safety regulations.
- Multi-task and complete work with many interruptions to meet schedules and timelines.
- Operate and maintain specialized tools of the trade, as well as a computer.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

School site, outdoor, and shop environment; noise; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

See details at close range and for good eye-hand coordination; ascend and descend ladders, lifts, and scaffolding; balance, lift, and carry heavy objects; bend at the waist, reach overhead, above the shoulders, and horizontally; grip, push, or pull objects; dexterity of hands and fingers to operate special hand and power tools and equipment; walk or stand for extended periods of time; hear and speak to exchange information.

SAMPLE HAZARDS:

Work around and with machinery having moving parts; noise from equipment operation; work at heights; exposure to a wide variety of chemicals and hazardous materials; exposure to flying debris and cuts from slivers.

APPROVALS:

Jess Serna, Chief Human Resources Officer

Date

Jonathan P. Raymond, Superintendent

Date