



County of Los Angeles

**SENIOR GENERAL MAINTENANCE  
WORKER**Class Code:  
6622COUNTY OF LOS ANGELES  
Established Date: Mar 27, 2003  
Revision Date: Mar 27, 2003**DEFINITION/STANDARDS:****DEFINITION:**

Supervises and participates in the work of a small crew performing a variety of minor general building maintenance and repair work; or, in a non-supervisory capacity, performs such work where the independence of action necessary and the difficulty of the operations exceed that normally expected of the General Maintenance Worker class.

**CLASSIFICATION STANDARDS:**

Positions allocable to this class typically report to a General Maintenance Supervisor and have responsibility for supervising a small crew performing a variety of minor general building maintenance repair work and also for performing a variety of general maintenance and repair work such as carpentry, electrical, masonry, painting, plumbing, mechanical, and other related work. For positions performing in a non-supervisory capacity, incumbents function independently and perform the more difficult repair and maintenance work.

**EXAMPLES OF DUTIES:**

Supervises and performs a variety of general maintenance and repair work such as:

**Carpentry:**

Creates and installs shelves, cabinets, and chair rails; hangs pictures and bulletin boards; sands and refinishes furniture and woodwork; repairs poorly fitting doors, windows, or drawers; repairs wood flooring.

**Electrical:**

Replaces broken or defective light switches, sockets, outlets, bulbs, fixtures, fluorescent tubes, and starters; performs minor rewiring; installs electrical outlets and light and fluorescent fixtures.

**Masonry:**

Patches broken asphalt and concrete and plaster surfaces; replaces loose bricks or ceramic tile.

**Painting:**

Paints shelves, cabinets, and furniture; performs maintenance painting on interior and exterior of buildings; paints motors and other mechanical equipment.

**Plumbing:**

Replaces or repairs defective flush valves, faucet and toilet washers and packing; stops leaks in joints by tightening; replaces short lengths of pipe; cleans clogged pipe lines using a snake, force cup, or chemicals; assists in steamfitting work; under direction, installs plumbing fixtures, and water and sewage lines.

**Mechanical:**

Replaces or adjusts drive belts; maintains and adjusts motors, pumps, and

compressors; performs minor maintenance and adjustments on heating, cooling, or ventilating systems; maintains sewing machines, washing machines, electrical appliances, and kitchen equipment.

**Miscellaneous:**

Replaces glass in windows, doors, and partitions; performs minor sheet metal work; makes minor roof repairs; sharpens saws and power tool bits and blades, performs grounds and garden maintenance. Inspects buildings to insure safety and to determine need for repair or maintenance. Keeps records and makes reports of performed work and services. May operate low-pressure boilers and auxiliary equipment. May maintain and repair various types of equipment and tools. May have responsibility for scheduling maintenance work and ordering supplies and materials. May supervise patient helpers, public assistance recipients, juvenile court wards, or inmates in general building maintenance work. May drive automotive equipment in performance of duties.

**REQUIREMENTS:**

**MINIMUM REQUIREMENTS:**

**TRAINING AND EXPERIENCE:**

Three years' experience in general building maintenance and repair, involving a variety of minor carpentry, electrical, masonry, painting, and plumbing work at the level of General Maintenance Worker.

**LICENSE:**

A California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions. A California Class B Driver License may also be required for appointment to some positions within the class.

**PHYSICAL CLASS:**

3 - Moderate.

**OTHER REQUIREMENTS:**

**SPECIALTY REQUIREMENTS:**

**COMMENTS:**