

Iowa Department of Administrative Services – Human Resources Enterprise
Job Classification Description

Maintenance Worker 2

Definition

Performs semi-skilled grounds keeping/maintenance work involving the operation of power-driven tools and equipment; performs related work as required.

The work examples and competencies listed below are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

Work Examples

Operates a snowplow, small bulldozer, and farm tractor to remove snow/stumps, clear land, and remove or replace fence posts/fences.

Uses automotive/mechanical equipment (e.g., forklift, light vehicles, and four wheel tractor) to move materials, supplies, and equipment; services and makes minor repairs on this and electrical equipment, air compressors, and water well pumps.

Assembles/fabricates cabinets, files, desks, chairs, and traffic signs.

Uses hand and power tools (e.g., chain saws, electric drills, measuring and cutting devices) to perform semi-skilled maintenance tasks.

Competencies Required

Knowledge:

- Mechanical – Machines and tools, including their designs, uses, repair, and maintenance.
- Customer Service – Principles and processes for providing customer services, including customer needs assessment, meeting quality standards for services, and evaluating customer satisfaction.

Abilities:

- Arm-Hand Steadiness – Keep your hand and arm steady while moving your arm or while holding your arm and hand in one position.
- Manual Dexterity – Quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.
- Near Vision – See details at close range (within a few feet of the observer).
- Information Ordering – Arrange things or actions in a certain order or pattern in accordance with a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
- Problem Sensitivity – Tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

Skills:

- Equipment Maintenance – Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- Repairing – Repairing machines or systems using the needed tools.
- Troubleshooting – Determining causes of operating errors and deciding what to do about it.
- Critical Thinking – Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Equipment Selection – Determining the kind of tools and equipment needed to do a job.

Minimum Qualification Requirements

Applicants must meet at least one of the following minimum requirements to qualify for positions in this job classification:

- 1) Two years of full-time work experience in semi-skilled grounds keeping, maintenance, or equipment operation.
- 2) Current, continuous experience in the state executive branch that includes twelve months of full-time work as a Maintenance Worker 1.

Notes

Designated positions in this class require possession of a valid Commercial Learner's Permit upon hire. Within a timeframe determined by the appointing authority, a valid Commercial Driver's License with the required endorsements and applicable restrictions must be obtained and subsequently maintained to continue employment.

Effective date: 06/19 SA