

*Code: 0915*

*Title: TRADES MAINTENANCE SPECIALIST - SENIOR*

**SUMMARY:** Leads and participates in advanced or expert levels of operation, maintenance, construction or modifications to equipment, complex systems (including natural resource features or ecological systems), projects or facilities, frequently operating independently and serving as the system or Department expert on complex equipment, systems (mechanical or ecological) or projects. This classification is distinguished from the Trades Maintenance (TM) Supervisor, which typically exercises full supervisory authority over a crew or work-center engaged in facilities, grounds, equipment or specialized systems maintenance.

**DUTIES/RESPONSIBILITIES:** (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Performs operational and preventive maintenance of complex facilities, equipment and/or systems that may include monitoring of specialized park areas such as natural resource or ecological systems;  
Performs critical repairs to complex systems, equipment and related features to maintain system integrity and functions in accordance with standards, rules and regulations, particularly those systems or equipment operated under permits or licenses granted by other governmental agencies;  
Serves as system or Departmental technical expert in the maintenance and modification of complex equipment and systems, including natural resource maintenance and interpretation;  
Interprets and applies required codes or standards to work situations;  
Interprets complex blueprints, schematics and diagrams to facilitate work;  
Prepares working sketches, drawings and estimates of resources required for assigned projects;  
Operates specialized equipment in direct support of other activities;  
Recommends to engineering, support staff and management, modifications to current equipment, facilities, processes and systems to enhance operability, reliability and/or compliance with industrial or governmental standards or to enhance and protect or preserve ecological systems;  
Acts as work center shift supervisor in the absence of the TM Supervisor;  
Inspects and approves work of supporting operations and maintenance staff;  
Coordinates equipment and system modifications or maintenance with operations and maintenance staff, supported facility managers or end-users to assure minimal disruption of services;  
Maintains security and confidentiality of sensitive equipment, materials or end-products, particularly those associated with law enforcement and correctional activities;  
Participates in development of Requests for Proposals and contracts for equipment, supplies and services;  
Monitors contractor/vendor-supplied equipment, supplies and services for compliance with contract provisions;  
Conducts or coordinates specialized training for TM staff in the systems being supported;  
Inspects, services and maintains common and specialized tools, equipment and vehicles used in performance of duties;  
Maintains comprehensive records of work performed, modifications to equipment or systems, and related operations logs;  
Prepares periodic and special reports for management on equipment, systems and/or facilities supported or maintained;  
May collect via manual, mechanical or electronics means, samples of process materials for subsequent analysis or to monitor proper functioning of the systems supported.

KNOWLEDGE & SKILLS:

Knowledge of:

- operating principles, practices and techniques of assigned complex or specialized equipment, systems or facilities support systems;
- operation and maintenance of tools, equipment and materials encountered in area of assignment;
- operation and maintenance of testing and monitoring equipment common to skill, trade or area of specialization;
- effective supervision, training and communications techniques;
- hazards, safety procedures or equipment required in the area of specialization or assigned work-areas;
- codes, standards, rules and regulations applicable to the craft, trade, specialty or area of work assignment;
- basic contracting processes, including quality assurance or inspection of supplies or services for compliance with contracts;
- principles and practices of park maintenance in area of assignment;
- practices and principles in the maintenance of ecological systems.

Skill in:

- following written and oral instructions;
- preparing working sketches, drawings and estimates of resources required for assigned projects;
- interpreting and applying required codes, standards, rules and regulations to work situations;
- interpreting complex blueprints, schematics and diagrams;
- maintaining documentation of activities;
- leading, supervising and evaluating the work of others;
- developing, implementing and monitoring work-unit budgets;
- conducting and coordinating specialized and on-the-job training for assigned staff in the skill, craft, trade or area of specialization;
- communicating effectively;
- monitoring, assessing, and maintaining the condition of assigned ecological systems.

MINIMUM QUALIFICATIONS:

EITHER:

(1) Six years of direct journey-level work experience in the trade, craft or skill in the area of assignment.

OR:

(2) Three years of experience with Pima County as a Trades Maintenance Specialist in the trade, craft or skill in the area of assignment.

OTHER REQUIREMENTS:

Licenses and Certificates: Some positions may require a valid Arizona Driver's License with appropriate endorsement. Some positions may require acquiring and maintaining special certifications or access authorizations, e.g., Wastewater Operator; Backflow Device Inspection/Installation; law enforcement computer systems access, Federal Communications Commission and/or Federal Aviation Administration certifications, Hazardous Materials Responder, etc. Failure to acquire and maintain required licenses, certifications or access shall be grounds for termination.

Special Notice Items: Due to need for access to courts, law enforcement, medical, detention and correctional facilities, records and information systems, some positions may require satisfactory completion of a personal background investigation by law enforcement authorities. Some positions may carry the risk of exposure to infectious diseases, blood-borne pathogens, asbestos, or Wastewater products, therefore special medical screening prior to or during employment may be necessary to assure employee health and safety.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This classification specification is intended to indicate the basic nature of positions allocated to the classification and examples of typical duties that may be assigned. It does not imply that all positions within the classification perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Pima County

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