

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 6416

**TITLE:** GENERAL BUILDING MAINTENANCE WORKER I

**GRADE:** S-16

**DEFINITION:**

Under supervision, performs a variety of skilled building maintenance, repair and construction tasks, independently or as a crew member; and does related work as required in any trade or crew assignment.

**DISTINGUISHING CHARACTERISTICS:**

Work at this level is a variety of skilled trade work performed independently, or as a crew member.

**ILLUSTRATIVE DUTIES:**

Assists in preparing vacant housing units for occupancy by performing maintenance and repair work using a variety of trades skills;  
Informs supervisor of major maintenance issues;  
Performs plumbing repairs and replaces fixtures when necessary;  
Performs electrical repairs including replacement of plugs, outlets, switches, bulbs and light fixtures;  
Performs carpentry, drywall and plaster repairs;  
Makes repairs and installs window treatments such as screens, blinds and shades;  
Performs minor appliance repairs, replacing motors, switches, gaskets and burners to insure safe, efficient appliance operations;  
Performs preventative maintenance in vacant units, e.g., caulking areas subject to water damage, adjusting doors, drawers and windows;  
Assists other repair workers to prepare vacant units for occupancy;  
Operates and performs routine maintenance on a County vehicle;  
Performs cleaning and custodial work to complete the preparation work in vacant housing units.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

General knowledge of the equipment, materials, methods, practices and tools used in the building maintenance and construction trades;  
Knowledge of the common hazards and necessary safety precautions;  
Skill in the use of tools, equipment, materials pertinent to the trades;  
Ability to follow written and oral instructions, diagrams and manufacturers manuals;  
Ability to maintain good interpersonal relationships;  
Ability to operate and perform routine maintenance on a County motor vehicle.

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**EMPLOYMENT STANDARDS:**

Any combination of education and experience equivalent to:

Completion of the tenth grade; PLUS

Completion of an acceptable apprentice - level training program in a specific trade with one year experience performing building maintenance, repair and/or construction work independently, OR

Two years of varied and responsible full performance level experience in building maintenance, repair or construction trades.

**CERTIFICATES AND LICENSES REQUIRED:**

Motor vehicle driver's license required for some positions.

REGRADED: September 12, 2007

ESTABLISHED: May 1, 1995