

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

MAINTENANCE EQUIPMENT OPERATOR

POSITION CODE: 25020
Effective: 6-16-01

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, performs a variety of semiskilled manual tasks involving the operation of automotive and related maintenance equipment in connection with road maintenance or repair of grounds and buildings, repair and maintenance of building apparatuses, equipment and machinery and other work of a general maintenance character; receives assignments which are usually made in detail, often in the form of work orders; may act as lead worker and supervise associate workers.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Operates trucks, tractors, snowplows, mowing machines and other similar equipment.
2. Keeps assigned equipment in operational order by making simple repairs and adjustments.
3. Drives and services trucks, tractors, automobiles, busses and ambulances at institutions; performs a variety of routine manual or semiskilled tasks as directed.
4. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of high school.

Requires one year's experience in performing a variety of semiskilled mechanical and manual tasks in the maintenance and operation of automotive or related maintenance equipment.

Knowledges, Skills and Abilities

Requires working knowledge of automotive and related machinery and equipment and one or more of the mechanical or building trades.

Requires ability to make routine reports.

Requires ability to use tools and perform semiskilled manual work.

Requires ability to follow oral or written instructions.

Requires skill in the operation of maintenance or other automotive equipment.

Requires an appropriate valid commercial driver's license - class B. Some positions which operate combination vehicles may require a higher class.