

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

MAINTENANCE WORKER

POSITION CODE: 25500  
Effective: 9-16-70

DISTINGUISHING FEATURES OF WORK:

Under immediate supervision, performs a variety of semiskilled work, below the journeyman level, in the mechanical and building trades or in maintenance and upkeep or custodial care of state highways, buildings, grounds, equipment or machinery.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Performs a variety of tasks of a semiskilled nature, requiring the manual use of tools and some mechanical aptitude.
2. Cleans, greases, paints and makes minor repairs to machinery, movable bridges, flood gates, gears and other appurtenances; cleans, paints and stencils highway signs; builds or repairs guard fences.
3. Maintains and makes operating repairs to electrical equipment and appliances, oil burners, gas stoves and refrigerators.
4. Makes adjustments and minor repairs to boilers, stokers and coal and ash conveyors.
5. Performs carpentry, masonry, painting and plumbing tasks below the journeyman level.
6. Repairs and lubricates laundry machinery and elevators.
7. May supervise small group of seasonal laborers.
8. May perform tasks below the journeyman level in automotive maintenance and repair.
9. May sweep, clean, mop or polish floors, windows, furniture or do other work of a janitorial nature.

## MAINTENANCE WORKER (Continued)

10. May make periodic rounds of buildings and grounds for protection against fire, theft or other losses.
11. May drive truck and operate power mower and other power equipment.
12. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

## DESIRABLE REQUIREMENTS:

### Education and Experience

Requires no formal education.

Requires six months experience performing a variety of semiskilled manual tasks in the maintenance of highways, buildings, grounds, waterways or in related fields.

### Knowledges, Skills and Abilities

Requires working knowledge of construction and maintenance materials.

Requires working knowledge of one or more of the mechanical and building trades.

Requires skill in the use of tools and ability to perform semiskilled manual work.

Requires ability to follow simple oral and written instructions.