

STATE OF OHIO (DAS)
CLASSIFICATION
SPECIFICATION

CLASSIFICATION SERIES:

Maintenance Inspector

SERIES NO.:

5312

MAJOR AGENCIES:

Administrative Services

EFFECTIVE DATE

03/26/1990

SERIES PURPOSE

The purpose of the maintenance inspector occupation is to perform building inspections & preventive maintenance.

CLASS TITLE

Maintenance Inspector

CLASS NUMBER:

53121

EFFECTIVE DATE

03/26/1990

CLASS CONCEPT:

The full performance level class works under general supervision & requires considerable knowledge of maintenance repair in order to inspect buildings to assess condition & check for safety hazards.

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| CLASS TITLE Maintenance Inspector | CLASS NUMBER: 53121 | BARGAINING UNIT: 06 |
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EFFECTIVE DATE

03/26/1990

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Inspects all buildings to assess condition (e.g., equipment serviceability, utility usage, need for repairs &/or painting) & checks for safety hazards.

Performs preventive maintenance, minor repairs & adjustments to equipment (e.g., lawn mowers, farm equipment, air conditioners) &/or assists unskilled maintenance repair workers or skilled trades persons in maintenance or repair duties & maintains records of inspections & work completed.

MAJOR WORKER CHARACTERISTICS:

Knowledge of fractions & percentages; industrial safety practices; industrial building safety regulations. Skill in building maintenance repair (i.e., electrical, plumbing, carpentry, masonry, sheet metal, painting, plastering, steam fitting, refrigeration, heating & cooling systems & use of associated hand &/or power tools & equipment). Ability to deal with problems involving few variables within familiar context; understand maintenance procedures; understand technical manuals & verbal instructions; gather, collate & classify information about data, people or things; cooperate with co-workers on group projects; demonstrate dexterity in fingers & hands; read simple sentences.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Formal education in arithmetic that includes fractions & percentages & in reading, writing & speaking common English vocabulary; 3 mos. trg. or 3 mos. exp. in combination of building maintenance & building maintenance repair (i.e., electrical, plumbing, carpentry, masonry, sheet metal, painting, plastering, steam fitting, refrigeration, heating & cooling systems); 3 mos. trg. or 3 mos. exp. in industrial safety practices; 3 mos. trg. or 3 mos. exp. in industrial building safety regulations.

-Or equivalent of Minimum Class Qualifications For Employment For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Exposed to fuels & chemical utilized in maintenance; may work weekends occasionally.