

City of Rapid City

Job Description

Job Title	The Monument Tradesperson I & II		
Job Code:	CCT1, CCT2	Bargaining Unit:	AFSCME
Pay Grade:	See Wage Scale	Date Revised:	3/16/2023
FLSA Status:	Non-Exempt		

General Summary: This position is responsible for performing skilled maintenance, installation, and fabrication tasks in assigned trades (carpentry, plumbing, painting, masonry, welding, equipment operation). Follows a preventative maintenance schedule for equipment and provides technical support. Maintains and operates all the daily functions of the building, grounds and complex.

Essential Duties and Responsibilities:

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

Tradesperson I:

- Performs tasks such as rough and finish carpentry, plumbing, painting, masonry work and hanging signs using equipment such as forklift and electric boom.
- Operates various equipment, including: front-end loader, trucks, lift trucks, trenchers, lawn care and snow removal in the maintenance of the facility and grounds.
- Establishes and follows a preventative maintenance schedule for equipment in their area. Inspects and cleans tools after use.
- Hangs wall board, tapes, textures, laminates plastic.
- Repairs and maintains overhead doors and domestic and portable waterlines and sprinkler systems.
- Purchases materials and estimates costs of projects.
- Performs rough and finish welding of light and thick gauge steel, aluminum and other applicable metals.
- Solders and welds waterline connections and maintains flush valves, replaces broken lines, adjusts water levels and pressures.
- Maintains roof and skylights.
- Receives, generates, and completes work orders.
- Provides support to other departments, as needed.

Tradesperson II:

- Plans, trains, schedules, delegates, oversees, and participates with workers engaged in tasks mentioned in Level I above.
- Reads blue prints, performs drafting, designs rooms for events and builds structures, including office furniture, of steel, wood and plywood.
- Develops work plans and schedules to provide services in assigned trade areas.
- Maintains files and reports.

Qualifications:

Education and/or Experience:

Tradesperson I: High school diploma or general education degree (GED) and three years experience as indicated in the essential duties. A combination of education and experience deemed appropriate to fulfill the role and responsibilities of this position will be considered.

Tradesperson II: High school diploma or general education degree (GED) and five years experience in as indicated in the essential duties. A combination of education and experience deemed appropriate to fulfill the role and responsibilities of this position will be considered.

Certificates, Licenses, Registrations:

Must possess a valid driver's license or ability to obtain within 30 days from date of hire.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is frequently exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles and outside weather conditions. The employee is occasionally exposed to toxic or caustic chemicals; extreme cold; extreme heat and risk of electrical shock. The noise level in the work environment is usually very loud.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee is occasionally required to sit and taste or smell. The employee must regularly lift and /or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception.