

**UNIVERSITY OF ALASKA CLASSIFIED EMPLOYEES ASSOCIATION
BARGAINING UNIT CLASSIFICATION DESCRIPTION**

JOB TITLE: Crafts and Trades I

Wage Grade - CT 1

Non-Exempt

Job Title Number - 6501

Creation Date: July 21, 1998

Date of Last RevLas-

The following are representative of the duties that are performed by persons in the Crafts and Trades I category. More specific duties may be detailed in departmental job descriptions. Persons in this category, with requisite skills and abilities, may at times be required to perform other duties and responsibilities including those mentioned in other classification descriptions and marginal responsibilities shared by any other classification as assigned by management.

- A. Inspects and performs various maintenance, repair, and construction tasks for compliance with applicable work orders, regulations, codes, and professional standards. Demonstrates appropriate work methods and safety measures.
- E. Obtains needed information or decisions.
- F. Performs extensive overhaul, maintenance, and repair of large construction tractors, boilers, steam engines, units, fuel systems, hydronic systems, and other equipment as needed.
- G. Ensures that hazardous materials are properly stored, handled, and disposed of. Maintains window coverings, door seals, and institutional equipment.

- I. Performs nonstructural repairs to walls, floors, ceilings, wall surfaces, and finishes.
- J. Operates and inspects conventional and airless sprayers, compressors, electric swing stages, and sandblasting equipment.
- K. Assists in remodeling and new construction.
- L. Cleans, repairs, and combines locks and cuts keys. Performs minor maintenance and assists in the operation of electronic access systems.
- M. Operates construction and road maintenance equipment in excess of 100 horsepower, or vehicles in excess of 33,000 GVWR greater than 50% of assigned duties.
- N. Inspects and receives various maintenance and construction parts into a computer database from multiple campus locations; verify all receiving documents and accounting information for accuracy and completeness; Provide the necessary documents for the successful stocking of materials and supplies. Accesses and manipulates the database to track and monitor the accountability of the inventory.
- O. Routinely maintains a demurrage computer database to distribute and track compressed gas cylinders.

M

Appliance Mechanic
Carpenter I
Carpet Layer/Tile Setter
Locksmith I
Maintenance Mechanic
Boiler/ Firer I
Plumber I

Auto Mechanic
Roofer/Carpenter
Equipment Operator II
Painter
Building Maintenance Mechanic
Electrician I
Warehouser III