

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

JOB TITLE: Crafts and Trades 2

Wage Grade - CT 2

Non-Exempt

Job Title Number - 6502

Creation Date: July 21, 1998

Date of Last Revision: July 25, 2001

SUMMARY: Under general supervision, may routinely perform skilled maintenance, repair, and construction tasks in a specialized trade requiring journeyman level skills in the trades practiced.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following are representative of the duties that are performed by persons in the Crafts and Trades 2 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. Plans new or modified installations to minimize waste of materials, provide access for future maintenance, and prevent or correct hazardous conditions consistent with specifications and applicable codes.
- B. Prepares sketches showing location of systems and equipment, or follows diagrams or blueprints, ensuring that concealed equipment or systems are properly installed before completion of future walls, ceilings, and flooring.
- C. Inspects and installs electrical/mechanical equipment and systems, controls, alarm systems, piping and raceway distribution systems, and related component parts, by means of circuit testers, precision gauges, meggers, oscilloscopes, and instruments to ensure proper operations by tracing and analyzing diagrams, circuits, and blueprints.
- D. Performs preventative maintenance on plumbing and/or electrical systems.
- E. Installs equipment and structures such as floors, ceilings, ceramic tile, walls, plumbing, and electrical systems.
- F. Performs diagnostic analyses of systems to detect hazards and need for adjustments, relocation, or replacement. Repairs faulty equipment or systems.
- G. Cuts and welds various ferrous and nonferrous metals; repairs and fabricates specialized equipment.

- H. Plans and rewires building access control systems and related hardware.
- I. Operates and maintains steam plants, boilers, and generators in Utilities at UAF.
- J. Inspects, services, tests, troubleshoots, and repairs vehicle equipment systems.
- K. Ensures that hazards are removed from buildings and grounds including snow, ice, debris, animal wastes, construction materials, and other items as required.
- L. Demonstrates appropriate work methods to other employees, including proper safety measures.
- M. Performs asbestos abatement, to include packaging, transportation and proper disposal of asbestos as the primary job function.
- N. Operates construction and road maintenance equipment in excess of 100 horsepower for a minimum of 80% of assigned duties.
- O. Estimates and schedules work assignments.
- P. Directs and sets up sandblasting operations.
- Q. Directs the setup and assembly of electric swing-stage platforms.

DISTINGUISHING CHARACTERISTICS:

This classification differs from the CT1 classification in that this classification requires journeyman level or equivalent certification, and/or relevant experience. Assigned objectives are outlined with individuals choosing and using the best procedure to complete the task. It is distinguished from the CT3 classification in that the latter requires that an employee routinely works and makes substantial decisions independently and may coordinate other workers' activities.

ADMINISTRATIVE RESPONSIBILITIES:

Routine responsibilities may include scheduling, assigning, and directing work for one to four employees. May be required to act as a Lead for other bargaining unit employees.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: Journeyman level or equivalent certification in a specialized field including but not limited to carpentry, plumbing or electrical; or a minimum of ten years related experience and/or training; or equivalent combination of education and experience.

Language Skills: Ability to read, analyze, and interpret professional journals and technical procedures. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from other similarly classified employees and management.

Interpersonal Skills: Ability to work independently and in a group setting including following, interpreting and communicating instructions given by management; relating to management and other employees in a positive manner; making efforts to solve crew conflicts; and assisting in providing a productive and safe work environment.

Mathematical Skills: Ability to calculate figures and amounts such as pressures, frequency, proportions, percentages, area, circumference, and volume. Demonstrated ability to apply concepts of basic algebra and geometry.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Certificates, Licenses, Registrations: Must have a journeyman level certification, if applicable, in the craft or trade duties being performed. CT2 painter must have Alaska Department of Labor hazardous paint handler's certificate. May be required to have specialized licenses including a commercial driver's license, automotive and/or medium/heavy truck service excellence certification, inspector certifications, state fireworker permit, Certificate of Fitness Asbestos Abatement, etc.

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 frequently required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; and talk or hear. The employee occasionally is required to sit. The employee may occasionally be exposed to the unpleasant smell of odors and gases.

The employee may frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job may include close vision, distance vision, color vision, night vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

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 frequently works near moving mechanical parts; in high, precarious places; in confined spaces; and in outside weather conditions. The employee may encounter wet and/or humid conditions; fumes or airborne particles; hazardous chemicals; extreme cold; extreme heat; and the risk of electrical shock. The noise level in the work environment is usually loud. Appropriate protective measures must be taken to prevent injury.

POSITIONS COVERED: Examples of position titles covered under Crafts and Trades 2:

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| Carpenter II | Electrician II |
| Electronic Technician | HVAC Technician |
| Leadperson Paint Shop | Locksmith II |
| Plumber II | Sheet Metal Mechanic |
| Mason | Boiler/Firer II |
| Automotive Mechanic | Medium/Heavy Truck Mechanic |
| Mechanic Welder | Equipment Operator II |
| | Asbestos Abatement Worker |