

CRAFTWORKER 3

Job Code	Pay Grade
13760	CL13

Nature of Work

This work involves highly skilled technical supervision or a designated leadership role in construction, maintenance, and repair of buildings, equipment, or facilities. An incumbent in this classification supervises or leads subordinates; provides technical assistance in diagnosing, planning, or execution of repair or installation work and exercises considerable independent judgment, using established technical standards. The incumbent functions as a unit leader on assignments and routinely applies craftworker skills that clearly exceed the journeyman level directing and guiding others to complete highly skilled assignments. The incumbent leads and trains personnel in how to perform the most complex tasks that require advanced technical and trade related skills. Work may involve one or several trades. The position reports to a Trades/Field Services Supervisor, supervisor or designee.

Minimum Qualification Requirements

- 5 years of skilled craft or trade experience in the direct line of work and team leader, supervision or supervisory training; or
- Completion of a 2 year vocational or technical skilled trades school program with a diploma or certification and 3 years experience and supervisory training as described above; or
- An equivalent combination of education, training, and/or experience.

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- An incumbent is selected competitively at this level.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Supervises and responsibility for satisfactory completion of construction, renovation and additions to county buildings, structures and facilities.
- Performs advanced technical work in any of the following: metal working, welding and machining, roofing and painting, air circulation, heating, electrical and mechanical equipment repair, property and building renovations, boiler maintenance, plumbing, carpentry, pier, footbridge and boat dock installation and repair and masonry projects.
- Prepares work plans, estimates, schedules time, orders required material and services; arranges overtime and coverage in normal and emergency situations.
- Inspects worksites to ensure work is performed in accordance with public and employee safety guidelines, and with adequate regard for proper vehicles, tools and equipment.
- Assists selection of new personnel, performs or assists in performance of evaluations, and initiates disciplinary actions.
- May coordinate and supervise community service personnel in the repair, maintenance, restoration, and alterations of county buildings or other projects.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of standard methods, practices, materials, tools and equipment used in building, mechanical, electrical, plumbing, heating and air conditioning, metal working, welding and other trades.
- Knowledge of occupational hazards and ability to implement appropriate safety precautions.
- Knowledge of supervisory techniques, recordkeeping, and ability to communicate effectively, orally and in writing.

CRAFTWORKER 3 (continued)

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Knowledge, Skills, and Abilities (continued)

- Skill in the use and care of tools and related equipment.
- Ability to apply computer applications and software.
- Ability to work from oral or written instructions; interpret drawings and blueprints, prepare work specifications, estimate and procure material needs.
- Ability to schedule, assign, supervise, and evaluate work performance of subordinates; establish and maintain effective working relationships with assigned personnel, supervision and others.

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Revised	EEOC Code	Overtime Code
9/12	Skilled Craftsman	Classified