**Specialty Trades Technician**

**DESCRIPTION OF WORK:** Positions in this banded class perform skilled to highly skilled work in the maintenance, repair, placement, fabrication, installation, construction, and design of precision instruments, glassware, and unique/specialized equipment. Some positions primarily perform trades work in a specialty area while others perform a variety of tasks requiring specialized skills in multiple trades. Positions may operate a variety of testing/analytical equipment and maintain preventive maintenance inspections. Standard operational guidelines and shop safety procedures are typically established. Positions apply technical knowledge and skills, occasionally modifying standard practice and procedures due to unusual situations.

**EXAMPLES OF COMPETENCIES: CONTRIBUTING:**

**Knowledge – Technical:** Knowledge and skill to perform routine maintenance and/or repair tasks using machines, instruments, and tools. Ability to read and interpret design specifications and maintenance manuals. Ability to instruct others on the use of equipment.

**Problem Solving:** Ability to follow instruction or standard operating procedures for assigned tasks.

Ability to ask for clarification of instructions as needed. Ability to perform tasks completely and accurately.

Ability to check work for mistakes prior to handling

testing equipment. Ability to respond to system/equipment failure or to issues that arise when updating equipment with new technologies. Ability to identify and resolve standard/routine problems with equipment through routine inspection, preventive maintenance, and basic testing.

**JOURNEY**

**Knowledge – Technical:** Knowledge and skill perform non-standard maintenance and/or repair tasks using machines, instruments, tools, and equipment for

standard and/or specialized equipment. Ability to read and interpret complex design specifications. Ability to plan procedures to be followed in constructing and

assembling process. May require the ability to lead or

mentor lower level technicians.

**Problem Solving:** Ability to ensure work meets service standards according to manuals. Ability to check and re-check completion of work. Ability to make adjustments to assure required tolerance level is met. Ability to repair standard machines, instruments, tools, and equipment by fabricating or replacing parts. Ability to calibrate to required standards.

**ADVANCED**

**Knowledge – Technical:** Knowledge and skill to perform non-standard and/or complex maintenance and/or repair tasks using machines, instruments, and tools for standard and specialized equipment. Considerable knowledge of research techniques applicable to the design and construction of experimental instruments.

**Problem Solving:** Ability to independently take necessary actions to ensure service standards and procedures are followed when handling testing

equipment.

**Safety and Health Management:** Ability to perform tasks and duties safely to avoid danger to self and others. Ability to follow applicable regulations and codes. Ability to identify and inform supervisor of potential safety problems. Ability to warn others of potential hazards. Ability to use appropriate protective equipment following established protocols. Ability to incorporate accident prevention and corrective measures in work related activities. Ability to follow appropriate post-emergency procedures. **Client/Customer Service:** Ability to promptly and attentively respond to customer requests within established parameters and time frames. Ability to

perform work in the least disruptive manner possible to customers. Ability to demonstrate courteous actions

and follow the organization’s established protocol for

customer service.

**Safety and Health Management:** Ability to comply with applicable regulated safety codes and guidelines. Ability to take safety precautions to assure the safety of self and others.

**Client/Customer Service:** Ability to anticipate, identify, and understand customer’s service needs. Ability to check with customers to ensure repair or solution meets requirements.

**Safety and Health Management:** Ability to comply with applicable regulated safety codes and guidelines. Ability to ensure that all personnel and property are protected while required tasks are being performed. **Client/Customer Service:** Ability to confer with client regarding requirements. Ability to make recommendations to improve service delivery based on customer feedback.

**MINIMUM TRAINING AND EXPERIENCE:** High school diploma or equivalency and two years of experience related to the area of assignment; or equivalent combination of training and experience.

Special Note: This is a generalized representation of positions in this class and is not intended to reflect essential functions per ADA Examples of competencies are typical of the majority of positions, but may not be applicable to all positions.