

***Building Maintenance Worker***  
*Knowledge, Skill, Ability, and Personal Characteristic Statements Rating*  
*Results*

<b>KSAPC #</b>	<b>Knowledge, Skill, Ability, and Personal Characteristic Statements</b>
K01	Common methods, practices, and materials used in maintenance and repair work of building facilities.
K02	Common methods, practices, and materials used in cleaning building facilities.
K03	Various tools used in building maintenance and repair work and their proper use and care.
K04	Computer applications to communicate through electronic mail and log reports.
K05	Department and program safety protocols when performing daily tasks and activities, and for the protection of staff and property.
K06	Department safety rules and regulations for driving state vehicles.
A01	Do a variety of semiskilled maintenance and repair tasks.
A02	Maintain and control inventory of facility tools and equipment.
A03	Follow directions from supervisor or manager.
A04	Prepare reports of work completed using a computer or hand written report log.
A05	Effectively communicate (written/verbally/listening) for the purpose of disseminating, sharing and receiving information with staff and supervisors using respect, and tact.
A06	Ability to analyze situations, determine appropriate solutions, take effective action in a timely and effective manner.
A08	Work independently, with minimal or no supervision, accomplishing daily assigned activities, and meeting assigned timelines.

<b>KSAPC #</b>	<b>Knowledge, Skill, Ability, and Personal Characteristic Statements</b>
A09	Work effectively in a team environment with staff, supervisors, or seasonal workers to complete projects.
A10	Ability to lead, train, and guide seasonal staff when required.
SPC1	Possess mechanical aptitude to assist in analyzing and troubleshooting building facilities repairs.
SPC2	Willingness to work in adverse working conditions such as extreme heat, cold, humidity, fog, rain.
SPC3	Willingness to work odd and irregular hours, including holidays, Saturdays and Sundays.
SPC4	Willingness to drive a state vehicle, sometimes long distance, to pickup merchandise, equipment or supplies for use at the building site.
SPC5	Willingness to climb extension ladders, bending, stooping, and lifting weighted equipment as required.