



School District of Philadelphia

Title: Mechanical Mechanic 'B' (Machinist)

Department: Facilities Management and Services

Reports To: Trades Planner, Scheduler and Facilities Area Coordinator

The School District of Philadelphia is the cornerstone provider of public education in Philadelphia. For forward-thinking administrators and educators, opportunities abound. Over 131,000 students entrusted to the District arrive at school every day with an extraordinary range of needs and aspirations. We are committed to delivering on their right to an excellent public school education, and we are particularly focused on ensuring every student has access to exceptional educational opportunities. Equity is our mandate. Will you join us?

Job Summary

Entry level machinist: Installs, maintains, tests, inspects, and repairs mechanical equipment throughout the District. Work involves assignments of increasing scope and complexity as the employee gains familiarity with the work environment.

Essential Functions

- Repairs electrical motors, automatic lubricators, fans, blowers, pumps, shafts, seals, impellers and bearings.
- Perform routine preventative maintenance to ensure that equipment continues to run smoothly.
- Works with various types of pumps and compressors, reciprocating and centrifugal, for air vacuum, water and steam.
- Maintains safety standards.
- Oversees the work of trainees in the trade.
- May estimate, order and transport material and equipment to complete work order(s) at assigned location.

Other Functions

- Performs incidental work as required.

Minimum Requirements

- Education equivalent to the completion of the twelfth school grade.
- Three years of experience in the appropriate trades area.

Knowledge, Skills and Abilities

- Considerable knowledge of the standard practices, methods, and materials of the trades.

- Considerable knowledge of the use of the tools of the trades.
- Through knowledge of the occupational hazards of and safety precautions utilized in the trades.
- Skill in the care and use of the tools, materials, equipment and power machinery utilized in the trades.
- Ability to interpret and work from blueprints, sketches, drawings and specifications.
- Ability to keep records and prepare reports of completed work assignments.
- Ability to accurately follow written and verbal directions.
- Ability to establish and maintain effective working relationships with associates and superiors.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Certificates/Licenses

Possession of a proper class license valid to operate a motor vehicle in the Commonwealth of Pennsylvania prior to appointment and during tenure of appointment.

HR Use Only	
Title Code	7058
Salary Grade	2438/7438
Bargaining Unit	Local 32BJ
Date of Establishment	1/65
Spec Revision	11/14
Analyst	JAG