

CLASSIFICATION: MAINTENANCE PERSON – FLOOR INSTALLER I & II

RESPONSIBLE TO: AREA MANAGER/MAINTENANCE PROGRAM DIRECTOR

DEFINITION: Under direction to perform laying floor coverings in tenant units and other Housing Authority structures; and to perform other work as required.

EXAMPLES OF DUTIES: General floor coverings in rental units, including carpet, tile, linoleum, vinyl, laminate, rubber, cement or wood; inspecting and cleaning surfaces in preparation for flooring material; sweeping, scraping, sanding or chipping dirt and irregularities from base surfaces; filling cracks with putty, plaster or cement grout to form smooth foundation; correcting defects such as a sub-floor that is not level or contains rotted wood; measuring area to determine amount of materials needed; cutting of flooring materials; using adhesive to glue material to floor; unrolling and installing polyethylene film; installing padded underlayment; installing floor covering and ensuring there are no cracks; cleaning up leftover adhesives; mopping up floors and inspecting finished product for flaws; and replacing any defective flooring material.

EDUCATION/EXPERIENCE: Graduation from high school preferred, but no formal educational credential required. Three years of experience in the floor-installation trade.

KNOWLEDGE OF: Procedures, equipment and supplies used in the flooring of tenant units and other Housing Authority structures.

SKILLS TO: Follow supervisor's instructions; complete all job assignments in a timely and safe manner.

PHYSICAL CHARACTERISTICS: Manual dexterity of hands and wrists to use tools, such as saws, nail guns, staplers, carpet stretchers, heat steamers, in addition to standard carpentry hand and measuring tools; the ability to use some masonry tools, including wet saws, heavy-duty drills for mixing thinset and tile-chipping tools for cutting tile to fit around obstructions; mobility to move around flooring-project sites, area projects and housing units; flexibility and strength to bend, reach, kneel, stoop and lift up to 100 pounds on a continuing basis; ability to complete reports, work orders, etc.; good verbal and hearing skills to be able to understand and give instructions and communicate with other employees and the public; good eyesight to be able to perform all the above and other duties in a safe manner; ability to operate a motor vehicle; ability to cope with stressful circumstances and to cordially interact with coworkers to accomplish common tasks; and ability to tolerate working in heat and cold-weather conditions. Regular attendance required.

LICENSES/CERTIFICATES: A valid California driver's license.