

Job Level	Structural Trades Lead	Technical/Support Level II
Oversight Received	<ul style="list-style-type: none"> <li>* Receives work orders from the LAR staff and the Principal Investigators. Determines actions required to meet the specific needs, prioritizes work assignments, establishes standards, defines processes, estimates time and materials requirements, and monitors the financial expenditures of individual projects.</li> <li>* Determines job prioritization and responsibilities to meet deadlines and track work orders to completion.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completes tasks without immediate supervision</li> <li>▪ Work is regularly checked.</li> </ul>
Problem Solving	<ul style="list-style-type: none"> <li>* Determines course of action to complete room prep, maintenance, painting and other repairs and maintenance.</li> <li>* Determines the priority of receiving, inventory and the rotation of supplies to minimize work flow disruption to animal care operations. Records inventory and determines appropriate methods for procuring supplies and services.</li> <li>* Makes appropriate adjustments to inventory, work orders, supply orders and work schedules as projects are initiated, modified, and terminated.</li> <li>* Construction and modification of facilities to meet changing animal care needs. Fabrication of the various types of equipment within LAR.</li> <li>* Performs the majority of the routine/preventative maintenance and repairs of the LAR facilities across 3 CSU campuses (main, south and foothills) the caging, and fixed and movable equipment.</li> <li>* Performs routine operator maintenance and coordinates routine services, maintenance, and repair of CSU, LAR vehicles with CSU motor pool and service contractors as well as Vaprox Hydrogen Peroxide Sterilization for bio contamination.</li> <li>* Coordinating the disposal and transportation of bio hazard waste in accordance with university policy, federal and state guidelines.</li> <li>* Operation of large vehicles and power equipment, including: 20 and 30 foot box trucks.</li> <li>* Trains staff on University, State and Federal S.O.P. policies and guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Problems encountered are varied but similar.</li> <li>▪ Responses typically drawn from pre-established solutions.</li> <li>▪ Resolves non-routing issues escalated from junior team members</li> </ul>
Interaction/Communication	<ul style="list-style-type: none"> <li>* Provides standard operating procedure input for staff and customers and advises supervisors on process improvement recommendations.</li> <li>* Work assignment delegation for material handlers/structural trade employees, project assessment, and the development and improvement of standard operating procedures.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Audience is typically knowledgeable about the subject matter.</li> <li>▪ May need to present information in multiple written forms.</li> </ul>
University Impact	<ul style="list-style-type: none"> <li>* The Structural Trades Lead reports to the Facilities Manager, and is responsible for the maintenance, construction, and modification of equipment and systems associated with buildings.</li> <li>* Decision making will be made under the supervision and coordination with the Facilities Manager.</li> </ul>	<ul style="list-style-type: none"> <li>▪ May be accountable for on-time delivery of own work or that of others on the team.</li> </ul>
Typical Education	<ul style="list-style-type: none"> <li>* Two years of progressively responsible experience in the structural trades (building maintenance trades including carpentry, electrical, painting maintenance or locksmith). State Classified Conversion.</li> <li>* Successful completion of a formalized apprenticeship program or higher level course work from an accredited, non-correspondence, vocational or trades school appropriate to the work assignment may substitute for the required experience on a year-for-year basis.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Requires technical know-how and broad understanding of subject area.</li> <li>▪ May require vocational qualification or certification.</li> </ul>