

CITY OF SAN JOSE

EXHIBIT BUILDER (P/T) (6118)

CLASS PURPOSE

Under general supervision, performs work of moderate difficulty in the construction, painting, installation and maintenance of exhibits, displays, rides, attractions and special projects.

TYPICAL DUTIES AND RESULTS (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Constructs, assembles, installs, and maintains rides, attractions, exhibits, displays and special projects.

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Interprets sketches, renderings, and blueprints.

Leads and trains recreation leaders, facility assistants, maintenance personnel and volunteers in the construction, maintenance, and repair of rides, attractions, exhibits, and displays.

Specifies and orders required materials and supplies.

Assists in training and leading City maintenance staff and volunteers.

Assists in making work assignments to maintenance staff and volunteers, and inspects work done.

Assists in the planning of specific exhibits, attractions and displays.

Keeps records of material expended on an assignment or project.

DISTINGUISHING CHARACTERISTICS

This class reports to the Exhibit Design/Builder or equivalent position. This position is semi-skilled in art and craft work relating to building and maintaining rides, attractions, exhibits and displays for the Convention, Arts and Entertainment Department. An employee in this class normally works with minimal supervision on work assignments and acts as lead and project leader on work projects over volunteer and other City maintenance staff.

QUALIFICATIONS

Minimum Knowledges, Skills and Abilities

Knowledge of the methods, tools and materials of the carpentry trade and the tools used in carpentry, masonry, electrical, painting, sculpturing, metal work and decorating.

Ability to lead and train maintenance staff and volunteers.

Ability maintain effective work relationships with fellow co-workers and the public.

Ability to maintain records and inventory of supplies and materials.

Ability to be innovative in the installation and design of exhibits, displays and attractions.

Competency Knowledges, Skills and Abilities

Knowledge of principles and practices of supervision.

Knowledge of organizations providing volunteer services to community projects.

Ability to use welding equipment.

Ability to create and design exhibits.

Ability to prepare and interpret sketches, shop drawings, plans and specifications .

Ability to follow verbal and written directions.

Ability to interpret blueprints and specifications.

Training And Experience

Any combination of training and experience equivalent to completion of two (2) years of undergraduate course work from an accredited college or university in Technical Theater or a related field, **OR** two (2) years in an exhibit or stage production shop similar in nature and scope to the City of San Jose's production shop.

Special Licenses and Certificates

Possession of a current State of California driver's license.