

MAINTENANCE WORKER I

GRADE C

GENERAL DEFINITION

Under close supervision is responsible for a variety of maintenance duties including minor repair and operational maintenance of county building and facilities.

EXAMPLES OF WORK

Performs or assists in a variety of tasks in general maintenance operations such as painting, plumbing, masonry, carpentry, and landscape.

Makes inspections of county facilities for maintenance operations and reports defects.

May assist custodial staff in performing janitorial duties. Washing windows.

Makes minor repairs to plumbing fixtures.

Assists in the construction and painting of wood frame and metal articles.

Assists in tasks which require additional personnel.

Operates some snow removal equipment, lawn mowers, tractors and other vehicles.

Checks vehicles for proper fuel and antifreeze, water, tires etc.

Removes refuse and unsafe articles. Places stock in store rooms.

Works inside and outside in a variety of conditions.

May be required to fill out forms and other records.

May be required to drive a variety of cars and light trucks on errands and transport people.

Participates in fire and safety programs.

Performs other related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

General knowledge of tools and materials used in general maintenance and repair.

Ability to apply learned techniques to new situations.

Ability to perform physical labor with self initiation.

MAINTENANCE WORKER I (Cont'd)

Basic knowledge of plumbing, masonry, carpentry, and electrical equipment.

Ability to perform all tasks in a manner to insure that self, citizen or other employees are not injured.

Operates all vehicles etc. in a safe and legal way. Uses tools and stores them in a safe manner.

Able to receive specific instructions from supervisor and reports to supervisor when work is completed.

Ability to complete tasks with a minimum of time and materials expended.

Knowledgeable enough to know when to report any unusual or unsafe condition to supervisor.

Is skilled in the use of all fire fighting equipment.

MINIMUM TRAINING AND EXPERIENCE

High school graduate or equivalent preferred but not required.

Related training and skills to perform job duties preferred but not required at time of employment.

Valid Pennsylvania operator's license and a good driving record.

May be required to obtain physical exam and chest x-ray or skin test for Tuberculosis at own expense annually or as required by Pennsylvania Department of Health.