



# Maintenance Worker I

## **Amenities:**

The County of Northumberland offers a full benefits package to employees including health insurance, prescription, vision, dental, vacation, holiday, sick, personal time, and retirement.

## **Position Summary:**

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

## **What You'll Do:**

- 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 and performing janitorial duties, washing windows.
- Makes minor repairs to plumbing fixtures.
- Assists in the construction and painting of wood frames 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 storerooms.
- 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.

**Job Requirements/Skills & 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.
- Basic knowledge of plumbing, masonry, carpentry, and electrical equipment.
- Ability to perform all tasks in a manner to ensure 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 in materials expended.
- Knowledgeable enough to know when to report any unusual or unsafe conditions to supervisor.
- Is skilled in the use of all firefighting equipment.

**Minimum Training & Experience:**

- A 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.
- A valid Pennsylvania Driver's License and a good driving record.

**Employment Category:**

- Full Time
- Part Time

The information contained herein is not intended to be an all-inclusive list of the duties and responsibilities of the job, nor are they intended to be an all-inclusive list of the skills and abilities required to successfully do the job.

