

MAINTENANCE WORKER**Nature of Work**

Under general supervision at the full-performance level, performs a variety of unskilled and semi-skilled work in connection with the maintenance and repair of state facilities, institutions, and buildings. May assist a skilled worker in performing carpentry, plumbing, electrical, masonry and other maintenance work. This classification may be used for lead work positions in other maintenance related areas. Performs related work as required.

Examples of Work

Assists skilled maintenance and trades workers by performing routine carpentry, plumbing, electrical, and masonry work. Makes minor repairs on walls, floors, steps, doors, and window frames and other wooden fixtures. Makes minor repairs on toilets, faucets, and drains; may assist in maintenance and installation of drains and water lines. Paints window frames, tables, chairs, buildings, sheds, rooms, and equipment. Delivers mail, messages, and packages; runs other errands as needed. Gathers and disposes of trash and waste materials. Moves furniture, loads and unloads supplies, moves equipment by hand or with dollies, and performs other manual tasks. May lead the work of parking attendants, groundskeepers and laborer positions. May perform custodial work such as sweeping, mopping, and waxing floors, washing windows, walls, mirrors and fixtures; vacuuming, dusting, and sanitizing restrooms. May perform routine grounds work such as mowing and trimming, removing snow, sweeping sidewalks, and picking up trash.

Knowledge, Skills and Abilities

Knowledge of the standard methods, practices, tools and equipment used in maintenance work.
 Knowledge of the occupational hazards and related safety procedures.
 Knowledge of cleaning methods and procedures.
 Ability to safely operate tools and equipment used in routine building maintenance.
 Ability to perform routine carpentry, plumbing, electrical and masonry work.
 Ability to determine materials needed for specific tasks.
 Ability to perform arduous tasks.
 Ability to understand and follow oral and written instructions.

Minimum Qualifications

TRAINING No formal education required.
 EXPERIENCE Two years of full-time or equivalent part-time paid experience in housekeeping, custodial, or general labor work.

Established: 9/19/90
 Revised: 8/20/92, 9/18/00
 Effective: 9/18/00