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## Job Specifications

### Maintenance Utility Worker - West Slope

**Date:** May 2018  
**Division/Department:** Collection Systems  
**Reports To:** Collections Systems Department Manager  
**Type of Position:** ■ Full- and Part -time    ■ Temporary/Seasonal  
**Hours:** 40 hrs +/-/week  
**Status:**  Exempt    ■ Nonexempt

### General Statement

Under direct supervision of the Collections Systems Manager this temporary position will perform various maintenance activities and repairs to the facilities, equipment and grounds

### Duties and Responsibilities

- Maintains landscaping and associated grounds.
- Operates, in a safe and orderly manner, lawn mowers, trimmers, blowers, utility carts, forklifts (if trained), pumps, jack hammers or other assigned power equipment when providing service and maintenance. When operating an assigned vehicle or piece of equipment, will be required to maintain oil, fuel, and water levels in addition to washing, sweeping, and cleaning vehicle.
- Requires operation of passenger vehicles, lawn mowers and power equipment.
- Details vehicles and maintains facilities, such as – cleaning, painting.
- Maintains assigned tools and equipment.
- Performs all other duties as assigned.

### Training, Experience and Education

#### *Experience & Education*

- At minimum of one year of work experience that involves the application of grounds, facilities, and minimal equipment maintenance, working with the public and/or construction; **OR** a combination of training and qualifying experience. Examples of qualifying experience are yard care, landscaping, construction work, building and maintenance, and labor performed in a building and grounds environment. Knowledge of Computers and Windows operating system.

### Knowledge, Skills and Abilities

Knowledge of grounds, landscape, and facilities maintenance. Functions such as the correct use of equipment and tools used in maintaining facilities, grounds, and equipment. Ability to organize work to accomplish tasks on a daily

basis, communicating verbally with supervisors, the public, and employees from other departments or agencies, read, interpret, and apply written directions. Follow written and oral instruction in the performance of job tasks, create and maintain a positive working relationship with the public, water users, and other employees, and physically perform the critical tasks described.

### **Physical Requirements**

- Using safety/protective devices provided by Northern Water in the performance of all duties. Examples of devices/equipment to be worn include hard hats, safety glasses, safety belts, steel-toed shoes, and hearing protection.
- Labor intensive, frequently standing, walking, stooping, kneeling, crouching, and crawling.
- Lift and carry items weighing from 30 to 75 pounds daily.
- Walking over uneven terrain.
- Work is performed outdoors, exposing the employee to temperature extremes, intense sunlight, rain and/or snow, high winds, dust, pollen, etc.
- Gripping chains, cables, power tools, shovels and rakes, hand tools, hoses, and other equipment weighing up to 100 pounds.
- Climbing on ladders while carrying tools and equipment.
- Must be able to meet the physical requirements of a post job offer physical examination.

Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions.

### **License, Certificate, or Credential Requirements**

- Must be at least 16 years of age.
- Must have current driver's license.

### **Other Requirements**

- Maintains a personal appearance appropriate for job position and image of Northern Water.
- Wear appropriate clothing for working outside.

**This job description in no way states or implies that these are the only duties to be performed by this employee.**

**Northern Water is an equal employment opportunity employer.**