

POSITION DESCRIPTION		AGENCY/DEPT ID DAS106495
DIVISION OR INSTITUTION General Services Division	UNIT OR OFFICE Properties & Facilities	COUNTY OF EMPLOYMENT Franklin

POSITION NUMBER 20005760	<input checked="" type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input type="checkbox"/> Update		Position Hyperlinked to <input type="checkbox"/>	
			Agency Organizational Tree	
	USUAL WORKING TITLE OF POSITION Maintenance Repair Worker 1		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR 20005777 Air Quality Technician Supervisor	
	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Intermittent	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input checked="" type="checkbox"/> Essential	Overtime: <input checked="" type="checkbox"/> Eligible <input type="checkbox"/> Exempt If FLSA Exempt, exemption type:	Bargaining Unit 06 Page 2 of 2
NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 7:30 a.m. TO: 4:30 p.m. Work Hours & report in location subject to change				
JOB DESCRIPTION AND WORKER CHARACTERISTICS				
%	Job Duties in Order of Importance	Knowledge, Skills & Abilities		
10	Performs basic plumbing repairs: assists in repair of sinks, toilets, faucets, pipes, drains, steam valves, steam traps & water lines.	Knowledge of 1, 3 Skill in 5 Ability to 7, 8, 9, 10, 11, 12, 13		
5	Maintains grounds & performs minor repair of grounds equipment: cuts grass, removes snow & ice from sidewalks & driveways; makes minor repair to groundskeeping equipment (e.g., lawn mower, tractor mower, blower).	Knowledge of 1 Skill in 6 Ability to 8, 9, 11		
5	Performs limited custodial duties: mops, waxes, sweeps & buffs floors; dusts, washes & cleans furniture walls & windows; other duties as assigned.	Knowledge of 1 Skill in (14) operation of power equipment (e.g., buffer). Ability to 7, 8, 9, 10, 11, 12, 13		
*developed after employment				
JOB CODE 53111	List Position Numbers & Job Titles of Positions Directly Supervised:		SIGNATURE OF AGENCY REPRESENTATIVE 	
			DATE 5.4.11	

Appl 4-27-11 *ew*

JOB CODE TITLE
Maintenance Repair Worker 1