

POSITION DESCRIPTION		AGENCY/DEPT ID DAS106440
DIVISION OR INSTITUTION General Services Division	UNIT OR OFFICE Properties & Facilities	COUNTY OF EMPLOYMENT Franklin

POSITION NUMBER 20005780	<input type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input checked="" 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 20005759 Building Maintenance 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: 3:30 p.m. TO: 12:00 a.m.			Report in location subject to change
JOB DESCRIPTION AND WORKER CHARACTERISTICS				
JOB CODE TITLE Maintenance Repair Worker 1	%	Job Duties in Order of Importance	Knowledge, Skills & Abilities	
JOB CODE 53111	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.	Knowledge of 1* Skill in (14) operation of power equipment (e.g., buffer). Ability to 7, 8, 9, 10, 11, 12, 13	
This position has been designated as weather & disaster essential.			*developed after employment	
List Position Numbers & Job Titles of Positions Directly Supervised:		SIGNATURE OF AGENCY REPRESENTATIVE <i>Jeffrey Westhonen/jc</i>	DATE 4/20/09	

apd 4-20-09