

LIST OF CURRENT JOB OPENINGS IN WEBER COUNTY CORPORATION. PLEASE
DISTRIBUTE TO PERSONS IN YOUR AGENCY CONCERNED WITH JOB
RECRUITMENT AND PLACEMENT

<u>JOB TITLE</u>	<u>SALARY</u>	<u>ISSUE</u>
MAINTENANCE SERVICE WORKER	\$8.99/HR	01-17-2014

WEBER COUNTY GOLDEN SPIKE FACILITIES. - PART-TIME (20-29 HR/WK) with Benefits including sick, vacation holidays and retirement

JOB SUMMARY Under the immediate supervision of an administrative superior, receives training in and performs a variety of unskilled construction, maintenance, repair, and snow removal work.

MAJOR DUTIES (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.)

Performs unskilled custodial work at an entry level. Including, but not limited to: sweep, mop, scrub and wax floors; wash walls and windows; clean, sanitize and replenish supplies in restrooms; dust, vacuum and collect and dispose of waste. Performs unskilled maintenance work at an entry level. Including, but not limited to: move and arrange furniture; remove snow and spread ice melt; lock and unlock doors for staff and facility users; act as security and vandalism prevention for facility. Performs minor maintenance and repair tasks such as painting small areas, replacing light bulbs or tubes and unstopping lavatories and toilets. Reports other repairs needed to supervisor. Receives training in and performs a variety of construction, maintenance, and repair work involving carpentry, painting, electrical, plumbing, and cement work. Performs tasks requiring the use of a variety of hand tools and equipment including picks, shovels, rakes and sprayers; cleans, maintains, and stores assigned tools and equipment. Supervises community service workers and volunteers on basic janitorial nature tasks. Have a pro-active approach to seeing problems and opportunities and act and/or make recommendations. Performs related work as assigned.

MINIMUM QUALIFICATIONS Completion of high school or equivalent, AND No experience required.

Knowledge of building cleaning practices, methods, supplies, and equipment. Knowledge of sound systems including set up and tear down; Knowledge of lawn sprinkler systems, landscaping tools and implements; Knowledge of tractors and implements; snow removal with equipment; Skill in establishing priorities where it concerns a list of responsibility to complete on a shift.

Ability to perform routine and repetitive custodial tasks without immediate supervision; ability to maintain harmonious relations with other employee, facility users and the general public, ability to perform moderately heavy manual work; ability to work with a minimum level of direct supervision, especially while on night shift; ability to follow written and verbal instructions.

SPECIAL QUALIFICATIONS Must possess or be able to possess a valid Utah Drivers's license. Must be on call 24 hours a day; must have a telephone. Must be adaptable to changing work hours as shift hours may be changed. Service workers may be required to be work events on weekends, evenings and holidays and may include day, swing and graveyard time schedules.

TOOLS AND EQUIPMENT USED Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, pumps, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 65 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually moderate.

POSITION CLOSES ON JANUARY 31, 2014

APPLICATION MUST BE SUBMITTED TO: Weber County H.R., 2380 Washington Blvd., 3rd Floor, Suite 340, Ogden, Utah 84401 EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - DRUG & BACKGROUND TESTING REQUIRED