

## UTILITY WORKER

GENERAL STATEMENT OF DUTIES: Performs routine building and landscape maintenance tasks of a general nature including snow removal, lawn maintenance, material handling and janitorial duties; works under the supervision of a Building Maintenance Supervisor; performs related duties as required.

### STATEMENT OF TASKS:

Performs landscape maintenance using tractors with mowing deck, trailers, powered hand mower, gas and/or electric trimmers and blowers, landscape hand tools, spreaders, sprayers, edgers and chainsaws;

Applies pesticides and fertilizers using approved methods;

Performs minor building maintenance utilizing and maintaining equipment such as hammers, saws, screwdrivers, pliers, mops, brooms, window squeegees, measuring tapes, and powered hand tools such as drills, saws, and grinders, wet/dry vacuum cleaners, etc.;

Washes walls, windows, and performs other janitorial duties;

Removes snow and ice using tractor with plow, snow blower, truck with plow, hand tools and spreads salt by hand and spreader;

Performs minor maintenance on equipment utilized;

Changes light bulbs in a variety of fixtures;

Moves furniture using approved methods and equipment;

Unloads supplies and materials, and delivers them to appropriate areas;

Stocks supply closets;

Assists maintenance mechanics;

Paints building and grounds areas and equipment, and assists the painter;

Unclogs toilets and drains using approved methods including powered drain cleaners.

### MAY BE REQUIRED TO:

Performs the duties of a Property Attendant as required.

The statement of tasks above is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all of the duties an employee assigned to this class may be required to perform.

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of and a working ability to use a variety of tools both hand and powered;

Knowledge of landscape maintenance;

Ability to operate trucks and tractors for a variety of functions including landscape maintenance and snow removal;

Knowledge of and an ability to perform minor building maintenance functions utilizing required tools;

Knowledge of and an ability to perform minor equipment maintenance and repairs;

## UTILITYWORKER

Ability to work with a minimum of supervision;  
Ability to be certified as a commercial pesticide applicator with certifications in turf grass, ornamentals and right of way;  
Ability to follow oral and written instructions;  
Ability to attend work regularly and work under stressful conditions.

### MINIMUM QUALIFICATIONS:

Two (2) years' of experience in building maintenance above the janitorial level and a valid Michigan Drivers' License.

### ADDITIONAL REQUIREMENTS:

Must obtain and maintain certification as a commercial pesticide applicator with certifications in turf grass, ornamentals and right of way within six (6) months of employment.

  
\_\_\_\_\_  
Human Resources Director

Established: February 9, 1979

Revised: November 25, 1998

Revised: January 27, 2016