

## **MAINTENANCE WORKER**

### **DEFINITION OF WORK**

Under general direction, employees perform semi-skilled and unskilled building and grounds maintenance support and repair services for one assigned facility or multiple County facilities. Perform interior building maintenance duties including, but not limited to, repairing walls, carpet, equipment, furniture, shelving, locks, and ceilings. Perform minor carpentry, plumbing, and electrical repair work; make arrangements to repair equipment as needed. Employees may set up and tear down events; duties may involve directing part-time staff. May assist custodial staff. To perform tasks, employees operate and maintain light to medium machinery and equipment. Employees report to crew supervisor or facility supervisor or manager.

### **EXAMPLES OF WORK**

Assist in building and grounds maintenance and make repairs to buildings and structures as directed. Operate, clean, and maintain equipment utilized in the performance of duties in buildings and grounds; police grounds, picking up debris and depositing in proper receptacles; empty refuse and recyclable material receptacles. Perform general labor and custodial duties; sweep, mop, scrub, wax, buff floors, and shampoo carpets as directed. Assist in tagging new furniture and equipment with fixed inventory identification. Erect and disassemble flooring, chairs, track walls, bleachers, barricades, stages, risers, sports/concert equipment, staging tables, and other special equipment as needed for shows as directed. Employees perform related work as required.

### **EMPLOYMENT STANDARDS**

#### **Education and Experience:**

High school diploma or GED, supplemented by one year of experience and/or training involving grounds or building maintenance/trades work; or an equivalent combination of education and experience.

#### **Knowledge, Skills, and Abilities:**

A working knowledge of basic methods, materials, and equipment employed in building and grounds maintenance operations; working knowledge of the proper methods and safety precautions for general building and grounds maintenance work; ability to operate and maintain motorized machinery and power and hand tools used in building and grounds preparation and maintenance; ability to read, understand, and follow building diagram directions for set-up of events; ability to understand and follow oral and written instructions; ability to exercise tact and courtesy in contact with the general public; ability to establish and maintain effective working relationships.

### **SPECIAL REQUIREMENTS**

Background check with local law enforcement agency required. Some positions within classification may require a valid North Carolina driver's license. Condition of Employment: Each applicant who is tendered an offer for employment for any position with Cumberland County shall be tested for the use of drugs specified in the County policy. Refusal to submit to testing or a confirmed positive test shall be basis for withdrawal of the conditional employment offer.

### **ADA REQUIREMENTS**

Employees are subject to hazards associated with working in inside and outside environments, in extreme hot and cold weather, with exposure to dirt, dust, loud noises, odors, pollen, machinery, toxic fumes, oils, gases, chemicals, or flammable liquids. Work subjects employees to compliance with OSHA Safety standards, policies, and regulations.

### **PHYSICAL REQUIREMENTS**

Must have ability to exert very moderate, though not constant physical effort typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling.

Must be able to lift, carry, push and/or pull objects and materials of moderate weight up to 50 pounds.

Must have ability to perform simple to complex movements requiring moderate coordination.

Must have visual perception and ability to discriminate colors.

Must be able to perceive and discriminate odors/sounds.

Cumberland County  
July 2012  
Revised April 2016