



## **FACILITIES MAINTENANCE WORKER**

FLSA: NON-EXEMPT

Grade: 16 \$29,798.32 - \$47,677.31

### **GENERAL DEFINITION**

Employees in this classification perform semi-skilled to skilled work in the general maintenance and repair of City facilities and buildings. Employees in this classification typically function independently depending on the nature of the work assignment but may be assigned as part of a work crew on larger projects. Work is subject to general supervision and the employee receives instructions subsequent to each new job assignment. Employees in this classification will work with contractors that have been engaged to provide the City with large scale and/or more complex maintenance and construction activities.

### **ESSENTIAL JOB DUTIES**

The list of duties and functions, as outlined herein, is intended to be representative of the type of tasks performed within this classification. They are not listed in any order of importance. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Functions independently or as part of a work crew in maintaining and repairing City facilities and buildings.
- Operates and maintains hand and power tools and equipment associated with job tasks.
- Exercises independent objective judgment in calling for supervision or assistance in tasks.
- Performs general maintenance for the aesthetic appearance of assigned areas, e.g., picking up trash, general cleaning.
- Performs general maintenance and repair in the electrical trade, e.g., installing and replacing switches and outlets, installing and replacing lights.
- Performs general maintenance and repair in the painting and carpentry trades, e.g., installing and replacing doors, windows, locks.
- Performs general maintenance and repair in the plumbing trade, e.g., installing and repairing faucets, drains, water fountains.
- Adheres to prescribed safety standards and regulatory requirements.
- Inspects completed work for proper operation and safety.
- Assists with the work orders of other work crews as directed.

## **FACILITIES MAINTENANCE WORKER**

FLSA: NON-EXEMPT

Grade: 16 \$29,798.32 - \$47,677.31

- Requires regular attendance to scheduled work shifts.

### **KNOWLEDGE, SKILLS & ABILITIES**

- Substantial knowledge of the use and care of manual and power hand tools and equipment utilized in the facilities construction and repair field.
- Substantial knowledge of the semi-skilled tasks associated with minor construction and repair in the various trade disciplines, e.g., electrical, carpentry, plumbing.
- Ability to understand and follow verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees and the public.
- Communicates with co-workers, management, citizens, and others in a courteous and professional manner.
- Conforms with and abides by all departmental and City regulations, policies, work procedures, and instructions.

### **PHYSICAL REQUIREMENTS**

The City of Oakland Park is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S. C. 12101 et. seq.), the City of Oakland Park will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. 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.

- The employee is frequently required to climb, balance, stoop, kneel, crouch, or crawl.
- Must be able to operate objects, tools or controls and reach with arms and hands.
- Must be able to remain outdoors for extended periods in high heat and humidity conditions.
- Traverse rough terrain, walk up or down stairwells, ladders, slopes or steps.
- The employee must frequently lift and/or move up to 75 pounds.
- Vision ability includes close and peripheral vision, color distinction and depth perception.
- Must be able to work in close and confined spaces.

## **FACILITIES MAINTENANCE WORKER**

FLSA: NON-EXEMPT

Grade: 16 \$29,798.32 - \$47,677.31

### **MINIMUM ACCEPTABLE EDUCATION, TRAINING & EXPERIENCE**

High school diploma or GED equivalent; supplemented by two (2) years previous experience in general facilities construction maintenance, demonstrating a broad working knowledge of principles, tools and methods of general repairs in the electrical, carpentry and plumbing disciplines. Must hold a State of Florida Driver's License. Position may be required to be on call, including nights, holidays and weekends.

### **PHYSICAL REQUIREMENTS**

The City of Oakland Park is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (42 U.S. C. 12101 et. seq.), the City of Oakland Park will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. 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.

- The employee is frequently required to climb, balance, stoop, kneel, crouch, or crawl.
- Must be able to operate objects, tools or controls and reach with arms and hands.
- Must be able to remain outdoors for extended periods in high heat and humidity conditions.
- Traverse rough terrain, walk up or down stairwells, ladders, slopes or steps.
- The employee must frequently lift and/or move up to 75 pounds.
- Vision ability includes close and peripheral vision, color distinction and depth perception.
- Must be able to work in close and confined spaces.

A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. All duties and responsibilities are essential job functions and requirements are subject to possible modifications to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the abilities and aptitudes to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat of significant risk to the health or safety of themselves or others. Requirements are representative of the minimum level of knowledge, skills and ability.

**FACILITIES MAINTENANCE WORKER**

FLSA: NON-EXEMPT

Grade: 16 \$29,798.32 - \$47,677.31

I \_\_\_\_\_ have read and acknowledge receipt of the job classification.

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date