

# **WILTON MANORS JOB DESCRIPTION**

**POSITION TITLE: Maintenance Worker  
JOB CODE: 7109  
FLSA STATUS: Non-Exempt**

## **GENERAL DESCRIPTION OF DUTIES**

Under direct supervision, the purpose of the position is to provide organization, sanitation, and general maintenance in the assigned functional areas. Employees in this classification perform general and preventative maintenance and repair work. Position is responsible for the cleanliness and maintenance of supplies and facilities in the assigned areas. Performs related work as directed.

## **SPECIFIC DUTIES AND RESPONSIBILITIES**

### **ESSENTIAL JOB FUNCTIONS**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. 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.

- Maintains a safe and clean working environment and provides for the general upkeep for the assigned areas; utilizes various cleaning agents, mixing such according to label instructions and product specifications, and using in accordance with prescribed safety precautions and directions.
- Maintains City buildings, parks and recreational facilities.
- Maintains and repairs public right-of-ways, green spaces, City parks and recreational facilities.
- Performs routine grounds maintenance tasks, e.g., lawn mowing, tree and hedge trimming, edging, laying sod.
- Utilizes fertilizers, herbicides and pesticides to maintain green space, right-of-ways and parks and recreational areas.
- Installs and repairs various fencing, e.g., wooden fencing, chain link fencing; repairs and replaces boardwalks and other wooden structures.
- Installs and repairs various plumbing fixtures and piping, e.g., sinks, showers, toilets, pvc pipes, drinking fountains.
- Installs and performs minor repairs electrical equipment, e.g., timers, light fixtures, outlets, switches, fuses, fans, hand dryers, electric gates, garage doors, air conditioners.
- Performs related work as directed.

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**MINIMUM QUALIFICATIONS**

**EDUCATION / CERTIFICATIONS / EXPERIENCE**

High school diploma or GED preferred; supplemented by demonstrated ability to fulfill the physical requirements of the work; or an equivalent combination of education, training, and experience.

Wilton Manors is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Wilton Manors will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.