

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: MAINTENANCE UTILITY WORKER (Range 16)

BASIC FUNCTION:

Under direction of the Assistant Director of Maintenance and Operations, pick up and deliver a variety of supplies, materials and equipment; perform various custodial, grounds and other duties as required.

REPRESENTATIVE DUTIES:

Pick-up and deliver supplies and equipment such as mail, furniture, audio-visual equipment and other materials. *E*

Arrange furniture and equipment, and set up auditorium, or classrooms for special events or meetings. *E*

Assure proper maintenance and repair of equipment and materials. *E*

Clean restrooms; wash windows and walls. *E*

Perform painting activities as assigned. *E*

Make minor non-technical repairs including replacing lights. *E*

Clean and adjust shades and venetian blinds. *E*

Sand and refinish desks and furniture; adjust desks or other furniture. *E*

Sweep, scrub, mop, wax and oil floors; vacuum and shampoo rugs and carpets; scrape and refinish floors.

Empty and clean waste receptacles; clean and pick up paper on grounds and courts of buildings.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Cleaning materials, disinfectants, and equipment used in custodial work.

Use of hand tools.

Modern cleaning methods and the preferred methods of cleaning and preserving of floors, walls and fixtures.

ABILITY TO:

Perform general gardening and grounds work.
Perform minor maintenance on buildings and equipment.
Understand and follow written and oral directions.
Establish and maintain effective relationships with others.

EDUCATION AND EXPERIENCE:

Any combination of experience equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.
Driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Heavy physical labor.
Dexterity of hands and fingers to operate assigned equipment, tools or supplies.
Reaching overhead, above the shoulders and horizontally.
Kneeling or crouching.
Carrying, pushing or pulling equipment or supplies.