



## CLASSIFICATION DESCRIPTION

### Utilityperson I

<b><u>Title of Immediate Supervisor:</u></b> Supervisor of Maintenance or Supervisor of Building Operations	<b><u>Department:</u></b> Maintenance Center	<b><u>FLSA Status:</u></b> Non-Exempt
<b><u>Accountable For (Job Titles):</u></b> Seasonal or temporary hourly-employees		<b><u>Pay Grade Assignment:</u></b> National Conference of Firemen and Oilers, Chapter 956, Pay Group (8)

#### General Summary or Purpose Of Job:

To provide semi-skilled labor in the maintenance of building structures and grounds. To install furnishings and athletic field equipment. To transport equipment as needed for maintenance and athletic activities.

DUTY NO.	ESSENTIAL DUTIES: These duties are a representative sample; position assignments may vary.	
1.	Transports, operates, and maintains equipment, and performs tasks associated with grounds maintenance; sods, top-dresses, grades soils, rakes, seeds, fertilizes, weeds, aerates, mows, vacuums athletic fields and school grounds; trims and prunes trees and shrubs; maintains and repairs, or reports for repairs, artificial turf surfaces; grades and places playground surfacing materials.	
2.	Transports, operates, and maintains equipment, and performs tasks associated with snow removal and salt/sand application; utilizes Bobcat/Skid Steer, pickup truck or similar sized equipment to remove snow and to apply sand and or salt, shovel snow, operate walk behind snow blowers, lawn tractor mounted plows, blowers and brooms.	
3.	Installs and sets up furnishings and equipment for various District and community functions; moves and sets up chairs, tables, portable stages, athletic equipment. Marks/paints fields using basic plans, sketches or previous markings as guide, and sets up equipment for various school and extra curricular events.	



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4.	Inspects buildings and grounds for unsafe conditions; fills or repairs parking lot bituminous or concrete surfaces, repairs or reports unsafe conditions to proper person; picks up refuse, and other litter material and empties disposal containers as required.	
5.	Transports, operates, and maintains various types of above ground and in-ground irrigation systems.	
6.	Performs and assists Building Operations Staff as directed to maintain a school building interior and exterior in a clean and orderly condition; acts as a helper for journeymen, higher level Utility, or tradesperson as assigned.	
7.	Loads and drives various district vehicles such as delivery vans, and other owned or rented vehicles legal to drive with a standard MN driver license. Transports supplies, furniture, equipment, refuse, recycling, food, and any other materials for task completion or when and where as directed. Determines routes and loads/unloads in the most efficient manner; performs various material handling tasks using carts, barrows, & trailers for loads less than 5000 lbs, trucks or vans.	
8.	Performs other duties of a comparable level or type; and coordinates work with other lesser employee classifications as needed to complete assigned tasks.	

**Minimum Qualifications:** (necessary qualifications to gain entry into the job not preferred or desirable qualifications)

Requires a minimum of a high school diploma or GED and two years of relevant experience in buildings and grounds maintenance; or an equivalent combination of education, training and/or experience necessary to successfully perform the essential functions of the work.

**Certification or Licensing Requirements** (prior to job entry):

Valid Minnesota driver's license. (Standard MN Driver's license or other state equivalent)

**Knowledge Requirements:**

Requires knowledge of:

- Basic construction methods.
- Materials, equipment and tools used in the maintenance and repair of buildings and grounds.
- Terminology pertinent to facilities maintenance.
- Operation and maintenance of facilities maintenance equipment (e.g., mowers, tractors,



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brush cutters, chain saws, paint sprayers, irrigation systems).

- Lawn and turf care methods and chemicals.
- OSHA safety rules and safe working practices.

#### **Skill Requirements:**

Skilled in:

- Landscaping maintenance.
- Operation of hand and power tools and equipment.
- Interpreting basic plans, sketches and drawings.
- Operation of light construction equipment.
- Proper loading and unloading of supplies, equipment and furniture.
- Interpersonal skills in working with staff, students, vendors and contractors.
- Oral communications.

**Physical Requirements:** Indicate according to the requirements of the essential duties/responsibilities

Employee is required to:	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand			√	
Walk				√
Sit		√		
Use hands dexterously (use fingers to handle, feel)				√
Reach with hands and arms				√
Climb or balance			√	
Stoop/kneel/crouch or crawl				√
Talk and hear				√
Taste and smell			√	
<b>Lift &amp; Carry:</b> Up to 10 lbs.				√
Up to 25 lbs.				√
Up to 50 lbs.			√	
Up to 100 lbs.		√		
More than 100 lbs.		√		

#### **General Environmental Conditions:**

Work is performed under a variety of indoor and outdoor conditions. There are risks of electrical shock, slip and fall injuries, injuries from moving mechanical equipment and heavy lifting and exposure to outdoor weather conditions, disagreeable indoor climate conditions, loud noises, vibrations, fumes, airborne particles, toxic and caustic chemicals associated with the work.



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**General Physical Conditions:**

Work can be generally characterized as:

**Heavy Work:** Exerting up to and over 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

**Vision Requirements:** Check box if relevant

Yes

No

Special vision requirements		√
Close Vision (20 in. of less)	√	
Distance Vision (20 ft. of more)	√	
Color Vision		√
Depth Perception	√	
Peripheral Vision	√	

**Job Classification History:**

September 1978; revised August 11, 2008.

This document has been reviewed, approved, and accepted by union leadership as dated and signed below:

\_\_\_\_\_  
Sam Michelizzi, President

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Date