

NEW JERSEY
WATER SUPPLY AUTHORITY
JOB DESCRIPTION

NJWSA
Approval

10/08/2005
Date

Title: Maintenance Worker I_WSA

DEFINITION

Performs work of routine difficulty involved in assisting and improving and maintaining the physical conditions of facilities and lands, primarily by performing routine manual work. Does related work as required. Will be required to perform the duties of the job on an emergent basis, outside of normal work hours, as needed.¹

EXAMPLES OF WORK

Cuts wood and grass, trims trees and shrubbery, and performs other related groundskeeping/landscaping duties.

Cleans and maintains work sites at reservoir, canal, pumping station, or other locations and disposes of trash. Cleans out trash racks.

Assists in the control of erosion conditions.

Assists in the building and repairing of dams, bridges, septic tanks, french drains, etc.

Assists with and makes the simpler repairs to plumbing, electrical wiring, fireplaces, roofs, tables, benches and other property.

Paints the inside and outside of buildings and does simple masonry work.

Sharpens tools. Erects and repairs posters and signs.

Operates various types of power equipment including trucks and other motor vehicles, "riding" and other power mowers, chainsaws, brush cutters, shears, etc.

Loads, transports, and unloads tools, equipment (or personnel) to various work sites as directed.

Trains Maintenance Workers II and directs their work, and may direct seasonal employees assigned to maintenance work.

Prepares simple reports.

Performs custodial duties as needed.

May be required to learn to utilize various types of electronic and/or manual recording and information systems.

Performs all assignments safely by following job safe procedures, following Authority safety policies and procedures and commonly accepted safety practices, and by utilizing appropriate protective apparel and/or safety equipment.

REQUIREMENTS

Education & Experience - One year of experience in the maintenance of forests and/or parks or in general maintenance and repair work involving a variety of carpentry, painting, electrical, plumbing, masonry and/or related tasks.

1. Note: The definition and examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in the job description. Conversely, not all duties performed on the job may be listed.

License - Must possess a valid motor vehicle operator's license. Must possess or be capable of obtaining (within first four months of employment) a Commercial Driver's License (CDL) in accordance with the requirements of Federal and State laws and regulations. May be required to possess a motorboat operator's license valid in NJ, if the duties require the operation of motorboats.

Considerable knowledge of: Considerable knowledge of the procedures and equipment used in the construction and maintenance of buildings and grounds

Ability to: understand, remember, and carry out oral and written directions; perform construction, maintenance, and repair work on buildings and grounds; cooperate with fellow employees and to be courteous to all; train Maintenance Workers II, and seasonal employees and direct the performance of their work; operate varied types of power equipment; make simple reports; learn to utilize various types of electronic and/or manual recording and information systems; read, write, speak and understand English sufficiently to perform the duties of this position. American Sign language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

SALARY RANGE 10:

A Forty (40) hour, fixed work week position