CITY OF WOONSOCKET

POSITION DESCRIPTION

JOB TITLE: Utility Person (Highway & Parks)

DEPARTMENT/DIVISION: Public Works Department/Public Service Division

PAY GRADE/HOURS: Grade M43A
40-hour work week

UNION: Local 670, RI Council 94, AFSCME, AFL-CIO

POSITION SUMMARY: Under general supervision of the Director of Public Works Department, the Utility Person performs a wide variety of skilled and semi-skilled maintenance work, and does related work as required.

DUTIES & RESPONSIBILITIES:

- Performs rough and finish carpentry, painting, plumbing, electrical and mechanical maintenance work on public buildings, facilities and equipment.
- Repairs desks, tables, chairs, and other office furniture.
- Repairs buildings, doors, windows, floors, constructs and installs partitions and shelves.
- Installs electrical fixtures.
- Paints interiors and exteriors of public buildings.
- Performs a variety of cement and masonry works.
- Repairs plumbing fixtures and also replaces them.
- Fits, lays and caulks water and sewer pipes.
- Performs a variety of tasks in connection with sewer cleaning and maintenance, including repairs at the sewer plant.
- Performs work independently or as a member of a maintenance crew.
- Supervises other workers in the performance of related work.
- Performs other related duties as required.

QUALIFICATIONS: A high school diploma or a GED equivalent, is required. Must have four (4) years of experience in skilled or semi-skilled building and equipment maintenance work. **Must possess a CDL License**.

KNOWLEDGE, SKILLS AND PERSONAL QUALITIES: Thorough knowledge and skill of common hand tools used in building and equipment maintenance work, carpentry, painting, plumbing and electrical trades. Skilled in the use of tools, resourcefulness, ingenuity, and mechanical ability.

PHYSICAL DEMANDS: 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to sit, talk or hear. The employee frequently is required to stand; use hands to finger, handles or feel; and reach with hands and arms. The employee is occasionally required to walk and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 25 pounds or more. Specific vision abilities required by this job include close vision, distance vision, and ability to focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.