

JOB DESCRIPTION

JOB TITLE: PART-TIME GENERAL MAINTENANCE WORKER

Responsibilities:

Job includes the operation of Town equipment in performing a variety of tasks associated with maintenance and construction of Town properties. Work could involve exposure to uncomfortable working conditions and moving equipment.

Work is performed under the general direction of the Public Works Director.

Major Duties:

1. Operate town equipment including Zero-Turn mowers, string trimmers and chainsaws.
2. Perform preventive and corrective maintenance on equipment.
3. Follow instructions, plans and sketches.
4. Perform a variety of manual labor tasks.
5. Record-keeping.
6. Repair water and sewer lines.
7. Walk on uneven terrain in the rain, mud, ice and snow.
8. Move and/or carry equipment and/or material up to approximately 50 lbs.
9. Climb stairs, unaided, carrying the above-described equipment and/or materials.
10. Climb ladders, unaided.
11. Other duties as assigned by the Town Manager or his/her designee.

Required Knowledge, Skills, and Abilities:

1. Ability to understand and follow oral and written instructions.
2. Ability to keep records and reports on hours worked and materials used.
3. Working knowledge of the operation and maintenance of equipment used by the Town of Shenandoah.
4. Ability to legally operate a motor vehicle.

Qualifications:

- Must have a clean driving record.
- Possession of a valid motor vehicle operator's license issued by the Commonwealth of Virginia.
- Copy of DMV record to be provided at interview.
- Previous maintenance and/or construction experience preferred.