

MAINTENANCE AIDE

JOB FUNCTION

Assists Working Foreman and/or Maintenance Technician as required. Performs tasks necessary to maintain properties and grounds owned by the Authority, as required.

ACCOUNTABILITY

Directly responsible to the Working Foreman and Maintenance Supervisor.

EXAMPLES OF WORK PERFORMED

- Performs a variety of maintenance and repair functions to structures and electrical, plumbing, heating and air conditioning equipment, with minimal supervision.
- Assists skilled mechanic on major maintenance or construction projects such as periodic overhauls of heat and air conditioning equipment, with minimum supervision.
- Performs general maintenance, repair and construction duties to structures and equipment including painting, plumbing and heating and electrical systems.
- Performs general cleaning and picks up trash on grounds, as required.
- Shall execute service calls with minimal supervision.
- Performs other duties as required and assigned by supervisors.

QUALIFICATIONS

Must be willing to work flexible hours to meet requirements.

Must be dependable and able to accomplish assigned tasks with minimum supervision.

Use power tools and hand tools and have knowledge of their care.

Ability to perform assigned responsibilities, as well as, new and changing duties with an attitude of compete cooperation and inclination to personally identity with Authority goals.

I have read this job description and understand the responsibilities of my position.

Signature

Date