



Job Title:	Building Maintenance	Date:	November 7, 2018
Type:	Part-Time; Non-benefited	Wage:	\$11.00 to \$14.00

Position Reports To: Maintenance Manager and other Full-Time Employees

Overview: This position will provide part-time maintenance for the South Davis Recreation Facility. This position will work within the different areas of the facility in a year round capacity. The employee will follow written and verbal instructions to accomplish tasks and assignments of a routine and repetitive nature. This position will work up to five hours a day up to five days a week. The employee will provide attention to detail, consistent application of initiative and sound judgement to solve problems. Interaction with the public, vendors, and facility staff will be a regular occurrence. Weekend shifts are expected.

Responsibilities: This job description has been designed to indicate the general nature and level of work performed by the employee. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities of the job.

Essential Functions:

1. General cleaning and upkeep of the facility; tasks such as vacuuming, window cleaning, dusting, painting, etc...
2. Must be able to learn and perform minor maintenance and upkeep on the facility's recreational weight and fitness equipment.
3. Must be able to learn and perform minor maintenance and upkeep on the facility's ice maintenance equipment such as the Zamboni. Will also be expected to operate and use the Zamboni to make ice when necessary
4. Will work with Maintenance Manager and other full time Maintenance and facility staff to take care of issues necessary to keep the facility in good working condition
5. Will perform other duties as necessary

Requirements:

1. Must work well with others and interpersonal skills.
2. Flexible and adaptable, with the ability to manage multiple tasks and varying workloads.
3. Flexibility with schedule, willing to work the hours needed to complete tasks and ensure coverage.
4. Ability to learn systems and processes quickly and sometimes self-taught.

Minimum Qualifications:

At least one year experience performing related maintenance duties preferred.

Special Qualifications:

Must possess a valid Utah driver's license with a satisfactory driving record and no driving restrictions.

Work Environment:

Tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, lifting, sitting, reaching, etc.. Talking, hearing and seeing is essential to the performance of the job. Occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl. Common eye, hand and finger dexterity exist. Mental application utilizes memory for details, verbal instructions, discriminating thinking. Periodic exposure to high work places, volatile materials, electrical hazards, noise, slippery surfaces, fumes, and toxic materials. Strength of arms, hands, legs, and back required in the performance of essential functions. Frequent local travel required in normal course of job performance.