

Maintenance Worker Assistant

FLSA Status: Covered
Bargaining Unit: District Council of Trade Unions (DCTU)

GENERAL SUMMARY

Under direct supervision, performs a limited range of manual labor and unskilled tasks in support of construction, maintenance, and operational functions as part of the City's Access to Work program. This classification offers equitable entry-level employment opportunities for people with disabilities who benefit from an extended learning and training period.

DISTINGUISHING CHARACTERISTICS

This classification differs from Maintenance Worker in that it is part of the City's Access to Work Program. The Maintenance Worker performs a wider range of maintenance support functions with a higher degree of knowledge, skills, and abilities required upon entry.

TYPICAL DUTIES/EXAMPLES OF WORK

Any one position in this class may not perform all the duties listed below, nor do the listed examples of duties include all similar and related duties that may be assigned to this class.

1. Assist in landscape maintenance including raking, weeding, mowing, planting, shoveling, fertilizing, trimming, and edging.
2. Set up and take down training and recreation rooms.
3. Assist in cleaning, sorting, inventorying, restocking shop areas.
4. Assist with event set-up and takedown.
5. Assist with recreation classes.
6. Assist in general clean up duties including worksite, vehicle, and office areas.
7. Assist in posting notices to houses and businesses.
8. Assists in a variety of types of manual labor and unskilled tasks.
9. Loads and unloads equipment, materials and supplies.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Ability to: learn and use safe working practices; learn and follow instructions; learn and apply safe and effective use of tools and equipment; work effectively as part of a team; work effectively with coworkers in a diverse workforce.

Skill in: applying learned techniques, processes and procedures; completing simple routine reports.

SPECIAL REQUIREMENTS

Applicants must be referred through an approved supported employment services provider or through an approved Vocational Rehabilitation program. Applicants must also be eligible to receive job coaching services. Specific training and experience will be defined for each position.

WORKING CONDITIONS

Work in this class may be performed in a field environment. Incumbent may be required to negotiate rough terrain; to work outdoors in all weather conditions; to work in and around traffic,

work site equipment or machinery; to work at heights or in confined spaces; to wear protective gear.

CLASS HISTORY:

Adopted: 07-01-2019