

JOB CLASSIFICATION: MAINTENANCE AIDE (PART TIME)

PURPOSE OF CLASSIFICATION

The purpose of this classification is to prepare, repair and perform regular maintenance on ball fields, pool, tennis courts and other park facilities to ensure their cleanliness and safety for use by the residents of Clayton County. Responsible for

keeping facility, surrounding areas, and entrances/exits as well as vans, buses, and equipment clean and presentable to the public.

ESSENTIAL FUNCTIONS:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Drags and relines fields for games; picks up trash; empties trash cans; cleans restrooms to include hosing down and sweeping out; maintains soccer fields, pool and tennis courts; cuts grass, cuts and trims trees; general landscaping, lays sod; puts down

cross ties; performs minor maintenance to include repair of fences and water lines, paints buildings, moves and repairs bleachers and paints pool and recreational equipment; checks playground for safety and makes any needed repairs to equipment; moves

soccer goals; repairs soccer net; replaces base pegs; performs carpentry, plumbing and concrete work; drives truck and trailer in performing tasks.

Sets up rooms for programs, cleans facility, unlocks and secures doors, sets alarms; sweeps, mops, and waxes floors; cleans and disinfects restrooms, sinks, floors, and water fountains; empties trash, cleans offices, assists with pool maintenance, cleans

furniture, glass, mirrors; cleans parking lots, entrances and porches, replaces bulbs, makes minor emergency repairs as needed and reports repair to manager.

Minimum Qualifications: High school diploma or GED preferred; supplemented by four months previous experience and/or training that includes landscaping maintenance, general maintenance work, and equipment operation; must possess and maintain a valid Georgia driver's license. Incumbent may be required to work up to 25 hours per week with no guaranteed minimum.

ADA Compliance

Physical Ability: Physical Ability: Tasks require the regular and, at times, sustained performance of moderate to heavy physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, wetness, humidity, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, toxic agents, pathogenic substances, weather extremes.

SELECTION PROCEDURE: Selection will be made from a register of eligible applicants that may be established by education, work experience, personal interview, criminal history, and credit check.

Clayton County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.