

Metropolitan Exposition-Recreation Commission

Title:	Utility Maintenance Technician	Bargaining Unit:	IOUE, Local 701-1
Job Code:	8632	Established:	July 1, 2000
Pay Range:	130	Revised:	
FLSA Status:	Non-exempt	EEO Category:	Skilled Craft

CLASSIFICATION DESCRIPTION

Perform custodial tasks related to maintaining the floors at the Portland's Centers for the Arts (P'5) including cleaning carpeting and stripping and waxing tile terrazzo floors. Duties may also include washing walls and providing relief to janitorial staff in cleaning. Reports to a shift lead worker. Work is performed exclusively on the graveyard shift.

SUPERVISION RECEIVED

Supervision is received from the Operations Supervisor

SUPERVISION EXERCISED

None

DUTIES AND RESPONSIBILITIES

An employee in this position must be able to perform all of the essential duties listed below with or without reasonable accommodation. However, this list is not intended to include all the specific tasks which an employee in this position may be expected to perform.

1. Provides complete floor care service for P'5 including but not limited to carpet, ceramic tile, marble, terrazzo and concrete.
2. Operates large area extractor, vacuum, stripper, and buffer.
3. Strips, mops and waxes ceramic tile floors in restroom areas.
4. Maintain carpets using extracting and/or bonneting equipment.
5. Provides relief to route janitorial staff.
6. Operates walk-behind floor scrubber.
7. Hones marble using low speed rotary machine.
8. Uses dust mop, wet mop, dust pans, push broom and straw broom.
9. Manages custodial projects to allow the facility to open on schedule.
10. Communicates project needs with co-workers and supervisors.
11. Performs other duties as assigned.

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JOB SPECIFICATIONS

EDUCATION AND EXPERIENCE

Minimum of two years of experience in a similar position or any combination of education and experience that provides the necessary knowledge, skills and ability to perform the classification duties and responsibilities.

LICENSES

Possess or have the ability to obtain a current CPR/AED certification.

KNOWLEDGE, SKILLS AND ABILITIES

- Basic knowledge of floor care
- Materials, methods and equipment used in public facilities cleaning operations
- Proper use of janitorial equipment and tools
- Work independently and with minimal supervision
- Follow verbal and written instructions including operating manuals and application instructions supplied by product manufacturers
- Establish and maintain effective working relationships with co-workers and the public
- Use floor maintenance equipment including (but not limited to) scrubbers, buffers, extractors and vacuums

PHYSICAL REQUIREMENTS

- Ability to perform moderate to heavy tasks
- Ability to lift and carry up to 50 pounds
- Ability to push and pull up to 150 pounds

JOB CONDITIONS

Work is performed indoors and is physical in nature. Incumbent is exposed to various cleaning chemicals and dust. Gloves, masks and other personal protective equipment are required while performing some duties. Must be available to work evenings, weekends, and holidays.