

HOUSING SERVICE MAINTENANCE WORKER*

Function of Job:

Under direct supervision of designated supervisor, to perform routine, emergency, periodic and general maintenance duties for a college/university apartment complex.

Characteristic Duties and Responsibilities:

1. Clean and paint vacant apartments for occupancy.
2. Perform routine/emergency maintenance duties as assigned, including repairs to stoves, refrigerators, plumbing, and electrical system in the apartment complex.
3. Assist in maintenance of laundry facilities.
4. Sweep stairways and storage facilities.
5. Maintain grounds of apartment complex, including playground equipment, fences, recreation area and lawns.
6. Perform duties of superintendent when she/he is absent.
7. Perform related duties as assigned.

Minimum Acceptable Qualifications:

1. High school or vocational school graduation or equivalent.
2. Skills in plumbing, electrical work and carpentry.
3. Ability to use tools and machinery.
4. Sufficient strength and physical dexterity to perform duties and responsibilities of this job, including heavy work with exposure to inclement weather for prolonged periods of time.
5. Must be able to wear and use appropriate personal protective equipment as necessary.

Additional Desirable Qualifications:

1. Experience in apartment maintenance.

5/6/93

System Approval

5/6/93

Effective Date

This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.

* Revised - Original approved 3/30/76 and revised 10/6/78, 7/30/80 and 7/29/83.