

## Title: Maintenance Worker



### Job Description:

Semi-skilled and skilled work in several trades in the maintenance and repair of miscellaneous structures, machinery, and equipment; and related work as required. Reports to the Facilities Manager.

**Illustrative Tasks:** (Note: These examples are intended only as illustrations of the various types of work performed in positions allocated to this class.)

- Maintain and repair NOPL facilities, equipment and buildings by performing a variety of carpentry, electrical, painting, plastering, plumbing, mechanical repair work.
- Inspect facilities to identify building maintenance needs
- Adjusts, repairs, and replaces electrical wiring, switches, light fixtures, ventilating fans, and electric motors
- Does patch and spot painting, and paints doors, windows, furniture, and plaster patches
- Move furniture and equipment; assemble prefabricated furniture
- Delivery of library materials such as books, furniture, supplies and program content
- All behaviors comply with the Core Competencies, Conduct and Behavior as outlined in NOPL staff handbook
- Perform other duties as assigned

### Knowledge, Abilities, and Skills:

- Knowledge of tools and equipment used in building and custodial maintenance, reconstruction, and repair work
- Knowledge of preventive maintenance requirements
- Ability to perform semi-skilled building maintenance and repair work
- Skill in the use of hand tools
- Mechanical aptitude
- Ability to recognize and locate conditions which require repair and maintenance work
- Ability to determine materials required to complete a given job
- Ability to work independently in the absence of supervision
- Positive attitude towards public service work
- Self-motivated

### Minimum Qualifications Requirements:

- Any combination of experience and training which would indicate possession of the knowledge, skills and abilities listed above
- Valid driver's license
- Must be able to maintain physical condition and agility appropriate to the performance of assigned duties and responsibilities which may include:
  - Bending, crouching or squatting during building maintenance activities
  - Pushing, pulling equipment that exceeds 101 pounds or lifting heavy equipment or supplies (up to 50 pounds)
  - Climbing stairs/ladders
  - Walking, standing or sitting for extended periods of time
  - Operating assigned equipment
  - Exposure to air contaminants, confined work spaces, dirt, electrical hazards, temperature extremes, noise, toxic materials and vibrations

- Must be able to work weekends
- Must be able to work at any location in the New Orleans Public Library System