



respect - Communication - Integrity - Teamwork - family

City of Klamath Falls, Oregon  
Job Description

**FACILITY MAINTENANCE WORKER I**

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**DEPARTMENT/DIVISION:** Public Works/Maintenance

**GRADE:** 3

**GROUP:** AFSCME

**FLSA STATUS:** Non-Exempt

**EFFECTIVE DATE:** July 1, 2011

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**SUMMARY**

This position works under the direct supervision of the Facilities Maintenance Superintendent. The essential function of this position is to perform custodial and maintenance work associated with City buildings. This position may entail some shift work.

**EXAMPLES OF DUTIES**

Duties may include but are not limited to the following:

Following a routine, the employee in this position performs custodial duties at various City buildings which will entail daily, weekly, monthly, and annual cleaning and maintenance.

Duties will vary from building to building and will include cleaning, dusting, mopping, replacing light bulbs, painting, waxing and polishing, vacuuming, and shampooing rugs.

Entails some basic carpentry repairs and remodeling, such as painting, and minor repairs to wall finishes.

This position may also be responsible for maintenance of lawns and shrubs at City Hall buildings.

**Required Experience and Training:**

Experience in working with custodial equipment;

Knowledge of general carpentry tools and skills;

Must possess and maintain a valid Oregon Driver's License;

Completion of standard high school education (12 years or equivalent).

## **SUPERVISORY RESPONSIBILITIES**

This is a non-supervisory position.

## **QUALIFICATION REQUIREMENTS**

Education and/or experience:

High school diploma or general education degree (GED)

## **PRE-EMPLOYMENT**

Job offers for this position are contingent on the individual passing a pre-employment drug screen.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee required to stand, walk, use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear on a frequent to continuous basis.

The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and climb or balance.

The employee must frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to fumes or airborne particles and toxic or caustic chemicals. The employee is occasionally exposed to wet and/or humid conditions, extreme heat, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud to very loud.

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The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

