

Utility Worker II

Position Details

Class Code: 7186

Job Family: Service/Operations Workers

Classification: Support Professional

Terms of Employment: [Pay Grade 47 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under direct supervision, assists in routine maintenance and facility repair work. Employee performs routine work with some independence; more complex work is performed under direct guidance and supervision of assigned lead/management personnel. Position is distinguished from Utility Worker I by knowledge and experience gained during time of service. Performs related work, as directed.

Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Assists in preventative maintenance and servicing of Clark County School District facilities.
2. Performs minor repairs and maintenance of buildings, school/office furniture, and campus equipment, as directed.
3. Performs minor maintenance and repairs of wooden structures (i.e., window frames, roofs, walls, floors, bleachers, decks, desks, chairs, fences, etc.)
4. Assists crafts- or tradesman with routine to moderately complex repairs or renovations.
5. Retrieves necessary tools, equipment, and materials, as needed.
6. Maintains cleanliness of work sites, facilities, tools, and equipment.

7. Performs custodial work (i.e., cleans, sanitizes, maintains, and provides for the general upkeep of facilities and grounds.)
 8. Utilizes various cleaning agents and general maintenance equipment in accordance with prescribed safety precautions/directions.
 9. Loads and unloads trucks; assists with the transportation of various supplies and materials.
 10. Operates various automobiles and transport vehicles (i.e., car, utility truck, utility van, etc.)
 11. Operates various office equipment (i.e., computer terminals, printers, copy machines, telephone systems, facsimile machines, etc.)
 12. Conforms to safety standards, as prescribed.
 13. Performs related duties, as assigned.
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Distinguishing Characteristics

None specified.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of and ability to utilize materials, methods, and equipment used in minor maintenance and repair work.
2. Knowledge of various cleaning agents; ability to use such in accordance with prescribed safety precautions and directions.
3. Knowledge of basic District/department work policies, practices, and procedures.
4. Ability to understand/follow written and verbal instructions.
5. Ability to adhere to prescribed routines and practices.
6. Ability to utilize various handheld manual and electrical tools (i.e., hammer, screwdriver, drill, etc.)
7. Ability to operate various automobiles and transport vehicles (i.e., car, utility truck, utility van, etc.)
8. Ability to operate basic office equipment (i.e., computer terminals, printers, copy machines, telephone systems, facsimile machines, etc.)
9. Ability to establish and maintain effective working relationships with supervisors; ability to work cooperatively with employees, students, and the general public.
10. Ability to work independently to carry out assignments to completion.
11. Ability to carry out assignments with minimal instructions.
12. Ability to perform duties with a professional and cooperative work ethic.

13. Ability to withstand exposure to dust, mold, fiberglass, and various chemicals.
 14. Ability to recognize and report hazards and apply safe work methods.
 15. Ability to work flexible hours as necessary for the efficient operation of the department.
 16. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.)
2. One (1) year of experience, education, and/or training in utility maintenance or similar work, and a demonstrated ability to fulfill the physical requirements of the work.

Licenses and Certifications

1. A valid driver's license that allows an applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.

Preferred Qualifications

None specified.

Document(s) Required at Time of Application

1. High school transcripts or other equivalent (i.e., GED, foreign equivalency, etc.)
 2. A valid driver's license that allows an applicant/employee to legally operate a motor vehicle in Nevada.
 3. Current copy of driving history (dated within six (6) months from date printed) issued by the DMV.
 4. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

District facilities - schools, departments, and auxiliary sites.

Work Environment

Strength

Sedentary/light- exert force up to 25lbs., occasionally.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stopping, kneeling, climbing, lifting, carrying, crouching, reaching, handling, and repetitive fine motor activities. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near and far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

Environmental Conditions

Climate-controlled office setting with temperatures ranging from mild to moderate cold/heat and outside weather conditions traveling between District facilities. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment.)

Examples of Equipment/Supplies Used to Perform Tasks

District-issued/personal vehicles, various computers, printers, typewriters, copy machines, calculators, fax machines, telephones, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees

equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 06/26/23
- Created: 07/15/05