

Part Time Temporary Building Maintenance Worker (BMW)

Dept/Div:

Non-Exempt

Maintenance FLSA Status:

General Definition of Work

Performs intermediate semiskilled work maintaining Authority buildings and grounds, performing facility maintenance tasks, and related work as apparent or assigned. Work is performed under the moderate supervision of the Supervisor - Building Maintenance.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

Cleans the building, windows, stairs and elevators.; changes lights in hallways and stairwells.

Cleans community rooms, bathrooms and laundry rooms.

Removes any furniture left behind in vacated tenant spaces.

Picks up garbage from ground areas; removes garbage and recycling; operates compactors.

Trims driveway and sidewalk hedges; mows lawns; rakes and burns leaves and refuse.

Clears snow from walkways, driveways and other areas.

Performs simple and routine painting and carpentry tasks.

Knowledge, Skills and Abilities

General knowledge of basic landscaping including the equipment, procedures, and tools used; general knowledge of the policies, procedures and activities of the department; general knowledge of the occupational hazards and safety

precautions of the trade; general knowledge of building and utility maintenance and repair; ability to understand and

follow simple oral and written directions; ability to operate trucks and other automotive equipment incidental to regular duties and/or area of assignment; skill in performing preventive maintenance, installation and repair operations; skill in

the use of landscaping equipment (truck, weed eater, blower, power saw, lawn mower, etc.) and standard hand tools;

ability to establish and maintain effective working relationships with associates, immediate supervisor, Authority staff,

and the general public.

Education and Experience

High school diploma or GED and moderate experience using hand and power tools, performing building maintenance

tasks, or equivalent combination of education and experience.

Physical Requirements

This work requires the frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, walking, using hands to finger, handle or feel, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and repetitive motions, frequently requires speaking or hearing and lifting and occasionally requires climbing. or balancing and tasting or smelling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires operating machines and observing general surroundings and activities; work regularly requires exposure to wet humid conditions (non-weather), working near moving mechanical parts, exposure to fumes or airborne particles, exposure to outdoor weather conditions and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment, frequently requires exposure to extreme heat (non-weather), exposure to vibration and wearing a self contained breathing apparatus and occasionally requires working in high, precarious places, exposure to toxic or caustic

chemicals and exposure to the risk of electrical shock; work is generally in a very loud noise location (e.g. jack hammer work, garbage recycle plant).

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Housing Authority of the City of Hoboken, NJ

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Special Requirements

Valid driver's license in the State of New Jersey.

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