



Provincial Job Description

TITLE:
(007) Utility Worker

PAY BAND:
6

FOR FACILITY USE:

SUMMARY OF DUTIES:

Assist maintenance/trades/groundskeeping personnel.

QUALIFICATIONS:

- ◆ **Grade 10**

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ **Basic computer skills**
- ◆ **Ability to work independently**
- ◆ **Knowledge of tools and equipment**
- ◆ **Valid driver's license, where required by the job**

EXPERIENCE:

- ◆ **Previous: No previous experience.**

KEY ACTIVITIES:

A. Maintenance

- ◆ Assists with painting duties (e.g., preparation of surfaces and application).
- ◆ Assists with carpentry duties (e.g., assembly of walls and materials).
- ◆ Assists with electrical duties (e.g., installation of conduit and wire pulling).
- ◆ Assists with plumbing duties (e.g., unplugging drains and sewer lines).
- ◆ Assists with mechanical duties (e.g., mechanical repairs, operates mechanical equipment).
- ◆ Assists with groundskeeping duties (e.g., cutting grass, shovelling snow).
- ◆ Assists with general maintenance duties (e.g., cleaning vents, radiators, sprinkler heads).
- ◆ Assists with demolition and construction duties.
- ◆ Performs preventative maintenance checks (e.g., Fire extinguishers, SASK Poles).

B. Related Key Work Activities

- ◆ Picks up and transports supplies and materials.
- ◆ Prepares/cleans up area and tools.
- ◆ May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.
- ◆ Processes work orders, maintains documentation and records (e.g., updating new equipment list).
- ◆ Ensures all work complies with CSA Infection Control Standards.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: June 5, 2013