

Class Specification
for the Class:BUILDING AND GROUNDS UTILITY WORKER
BC-05; BU:01Duties Summary:

Performs a variety of manual tasks involved in the maintenance of buildings and the general care of surrounding grounds; and performs other related duties as required.

Distinguishing Characteristics:

This class is distinguished by its responsibility for performing minor building maintenance and repair work and grounds keeping work.

Examples of Duties:

Checks buildings for termite infestation; removes, replaces and paints termite ridden walls and ceilings; fumigates buildings; repairs and builds chairs, bookshelves, bed rails, wheelchairs, screen windows, doors and other articles; replaces fuses and bulbs; cleans clogged drains; repairs leaky faucets and other plumbing fittings; paints furniture; brushes and cleans eaves, outside and inside walls and gutters of buildings; checks and fills water tank; checks and services hot water heater; collects and hauls rubbish; plants new lawns, excavating and grading as necessary; plants, trims and fertilizes flowers and plants; mows lawns with power mower and trims edges with scythe and hand mower; plants, maintains, and harvests vegetables.

Minimum Qualification Requirements:

Training and Experience: A combination of education and experience substantially equivalent to two (2) years of experience in the maintenance of buildings and grounds, and possession of a motor vehicle operator's license.

Knowledge of: Methods, tools, equipment and materials used in carpentry, painting, plumbing, and electrical maintenance work; general groundskeeping practices; occupational hazards and safety practices.

Ability to: Make minor repairs to electrical and plumbing fixtures; use hand tools utilized in a variety of building trades; operate and maintain power mowers; understand and follow oral and written instructions.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition, which would cause applicants to be a hazard to themselves or others, is cause for disqualification.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the class specifications for the class, BUILDING & GROUNDS UTILITY WORKER, to include the physical and mental/emotional requirements, effective April 16, 2005.

This class is adopted from the County of Hawaii relative to the transfer of hospital personnel to the State effective January 1, 1970, pursuant to Act 256, SLH 1969.

This class is adopted from the State of Hawaii, relative to the transfer of classification and compensation jurisdiction to the Hawaii Health Systems Corporation, effective July 1, 1998, pursuant to Act 262, Session Laws of Hawaii, 1996.

APPROVED: _____
JANICE WAKATSUKI
VP/Director of Human Resources