

NORTHAMPTON COUNTY NOTIFICATION OF POSITION VACANCY

5/3/2017 (Revised)

GENERAL UTILITY WORKER

Northampton County is still accepting applications for a General Utility Worker. The individual in this position will perform a variety of physical labor tasks. This position requires manual work in the upkeep and repair of county buildings, grounds, and equipment.

Qualified Candidate: Must have some knowledge of trade skills and use of equipment/tools; be able to follow oral work assignments; have physical strength sufficient to work on heavy manual tasks, and must have a valid NC Drivers license.

Education: High school graduate and at least one year of experience in the performance of a variety of manual tasks.

Submit a Northampton County job application at the
Division of Employment Security (DES)
Becker Village Mall, 1620 E 10th St., Roanoke Rapids NC
or at the Human Resources Department
107 Thomas Bragg Drive, Jackson
or mail application to:
HRD, PO Box 367, Jackson NC 27845

Normal Hiring Salary Range: Grade 56 (\$19,878 – \$20,885)

See complete job description online
SUBMIT A NORTHAMPTON COUNTY APPLICATION
Available @ www.northamptonnc.com

Deadline/Postmark: ~~May 24, 2017~~ Open until filled

Closing date February 23, 2018

General Utility Worker

General Statement of Duties

This is manual work involved in the upkeep of highways, grounds, buildings, and equipment.

Distinguishing Feature of this Class

Employees perform a variety of physical labor tasks requiring some knowledge and experience in their particular work assignments. Duties performed are below the tradesman helper or apprentice level. Work is performed with only general supervision in repetitive and routine assignments and may be closely supervised when assisting high-level tradesman in performing more complex work.

Essential Duties and Tasks

Rakes bituminous materials to smooth grade; finishes concrete in highway construction work; sets traffic signs along highway rights-of-way.

Services automotive equipment by lubricating, changing tires, cleaning and polishing; replaces light bulbs, spark plugs, steam cleans motor blocks, chassis, and radiators.

Digs holes for setting utility poles; assist linemen by furnishing them with tools, fittings, and equipment; stretches wires between poles; clears rights-of- ways.

Acts as lead worker above laborers in grounds upkeep, erecting bleachers, and laying off athletic fields.

Makes routine repairs to windows, screens, doors, replaces light bulbs, unstops drains, and cleans floors prior to refinishing.

Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Some knowledge of the application of trade skills to the duties assigned.

Skill in the use and care of equipment and tools used in performing work assignments.

Ability to follow oral work assignments.

Physical strength sufficient to move relatively heavy objects and to work at heavy manual tasks for considerable periods of time.

Desirable Education and Experience

High school graduate and at least one year of experience in the performance of a variety of manual tasks.

Physical Requirements

Must be able to perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, hearing, and repetitive motions.

Must be able to perform light work exerting up to 20 pounds occasionally, and/or up to 10 pounds of force frequently; and/or a negligible amount of force constantly to move objects.

Must possess visual acuity to recognize areas requiring cleaning and to determine the accuracy, neatness, and thoroughness of the work performed.