



**Position Title: Utility Worker II**

**February 2006**

**Position Summary:** *Describe the positions purpose and overall role in the organization. Identify major job objectives and initiatives.*

- Washes pots by hand and/or places them in a dishwashing machine.
- Washes work tables, walls, refrigerators and meat blocks.
- Sweeps, mops, cleans and vacuums floors.
- Remove trash and garbage to designated areas.
- Transfers supplies and equipment within and between storage and work areas such as pantry and dish room.
- Cleans equipment using specific chemicals to insure sanitary standards.
- Polishes silver.
- May buff floors using heavy equipment and steam cleans trash cans.

**Typical Knowledge and Skills:** *Identify the qualifications to competently perform the job. List any language(s), software or registrations required to perform this job. Please describe the typical writing, speaking and presentation skills required for this job and identify the audience.*

Applies advanced skills appropriate for the position. Adapts procedures, processes, tools equipment and techniques to accomplish the requirements of the position. Ability to effectively communicate policies, and/or procedures in a manner easily understood by fellow employees.

**Typical Requirements:**

- Education or Equivalent Experience: High School Diploma or GED or equivalent experience.
- Supervisor/Managerial Experience: None
- Function Specific Experience: 6 months of related work experience.
- Certification Requirements: None.

**Supervision:** *Identify the level of supervision received and provided.*

**Supervision Received:** Works under minimal supervision.

**Supervision Provided:** Assists in training, assigning and checking the work of lower level employees.

**Working Conditions:** *Describe the physical environment in which the job works and any special physical qualifications required (safety hazards, visual/hearing acuity or unusual conditions).*

Work is performed in an area that is adequately lighted and ventilated.

Physical Demands: Specific physical characteristics and abilities are required to perform the work, such as agility, dexterity, and long periods of walking, standing, bending, carrying or lifting supplies and equipment weighing 50 pounds or more. Wears protective clothing required by the work environment or governmental regulations.