Utility Worker

JOB PURPOSE:

Under the direction of the Utility Operations Staff, performs ash and coal handling operations for Central Heating Plant. Performs minor preventive maintenance activities, cleaning and painting duties.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Perform operational & maintenance tasks as directed, such as: ash and coal handling, cleaning, painting, gathering tools and equipment, delivering materials to work site.

Perform preventive maintenance tasks to equipment, such as: oil and grease machinery, change filters and belts, etc.

Completes required training modules and on-the-job training.

Performs other utilities duties as needed.

KNOWLEDGE, SKILLS, AND ABILITIES:

Familiarity with basic hand tools & equipment.

Ability to read, write and speak English fluently.

Ability to understand and follow oral and written instructions.

Ability to perform basic computer operations and use email utility.

Ability to work in safe and efficient manner.

MINIMUM REQUIREMENTS:

Education: High school diploma or GED.

Experience:

Certifications/Licenses: Valid driver’s license and ability to be insured by Indiana University.

PHYSICAL REQUIREMENTS:

Sitting, standing, walking, driving, climbing ladders, squatting/kneeling, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 75 lbs multiple times per shift, fingering, talking, hearing, and seeing.
WORKING CONDITIONS:

Working conditions require exposure to extreme hot or cold temperatures for one hour plus. Experiences long periods of standing and walking. Risk of bodily injury from mechanical parts, electricity, fumes, loud noises, odors, heights and tight spaces.

The intent of this job specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this specification.

A person with a disability who is pursuing employment opportunities with Indiana University and wishes to discuss minimum requirement accommodations should contact the campus HR office.