JOB DESCRIPTION

Utility Worker

**Definition of Class**
This is a non-supervisory position in which the incumbent works under close supervision performing manual labor and/or maintenance of machines. Incumbent moves and delivers furniture and equipment from one location to another and cleans and repairs streets and grounds.

**Examples of Work Performed**
Performs manual labor involved in moving furniture and equipment from one location to another, under close supervision.

Sweeps and cleans streets using hand tools, makes minor repairs to streets; repairs and replaces signs.

Assists with the maintenance and upkeep of grounds and landscaping; arranges furniture, stages and seating for special events.

Digs holes and ditches, when instructed.

Assists with the inspection and troubleshooting of machines and equipment.

Assists with the installation and repair of furniture and equipment.

Assists in the maintenance and reporting of inventory.

Performs a variety of tasks relevant to the non-availability of other personnel.

Performs similar or related duties as assigned or required.

**Essential Functions**
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Moves and delivers furniture and equipment from one location to another.

2. Cleans and maintains University streets and grounds.

**Minimum Qualifications**
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements**: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.
Physical Exertion: The incumbent may be required to lift up to approximately 100 pounds.

Vision: Requirements of this job include close vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is frequently required to sit. The incumbent is periodically required to talk and hear. The incumbent is occasionally required to stand; walk; reach with hands and arms; and stoop, kneel, crouch or bend.

Experience/Educational Requirements:

Education:
Ability to read, write, and understand basic instructions.

AND

Licensure:
Must possess a valid driver’s license.

Background Check Requirements
This position requires a background check upon hire.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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