

Position Number: P-312-16-108 – Please use this number on all correspondence

Schedule: Part Time – 28 hpw: Mon, Wed, Fri, E/O Sat: 8-4:30

Title: Maintenance Repairer

Salary: \$13.46 hour

Location: (Toms River) Facilities Department

Under direction performs a variety of routine maintenance and repair tasks involved in masonry, plastering, carpentry, painting, plumbing, steamfitting, sheet metal, electrical, glazing, mechanical, and/or other types of maintenance work; does related work.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Erects simple forms, mixes cement and aggregates, pours same, and does the finishing work involved in concrete structures.

Patches and repairs brick and concrete structures.

Repairs damaged plastered walls and ceilings.

Spackles, and paints interior and exterior metal, wood, and masonry surfaces.

Repairs plumbing stoppages and repairs leaks in copper, soil, and iron pipe.

Replaces washers and gaskets, and makes general service repairs.

Does general sheet metal work involved in repairing roofs, drainboards, and rainspouts.

Replaces light bulbs, fuses, wall plates, fixture cords, and switches.

Replaces broken glass and reputties.

Changes lubricants, refuels, and does light maintenance work on equipment and vehicles.

Cleans tools and equipment.

Keeps simple records.

REQUIREMENTS:

LICENSE:

Appointees will be required to possess a driver's license valid in New Jersey as it is necessary to perform the essential duties of the position.

KNOWLEDGE AND ABILITIES:

Knowledge of standard tools, materials, methods, practices, occupational hazards, and safety precautions involved in performing general maintenance and repair work.

Ability to understand, remember, and carry out oral and written directions.

Ability to take safety precautions in performing the work.

Ability to obtain, store, safeguard, distribute, and properly use equipment, materials, and supplies.

Ability to maintain simple records.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Interested candidates must send application to:

The Ocean Country Library
101 Washington Street
Toms River, NJ 08753
Attn: Justine Dambroski

Applications may also be emailed to jdambroski@theoceancountylibrary.org or faxed to 732-341-3044

Please direct all inquiries to Justine Dambroski at 732-349-6200 extension 5930.