



## UTILITY WORKER

FC: MA835  
PG: UW

PC: 111  
BU: 06  
April 1998

### DEFINITION

Under general supervision, performs a variety of janitorial duties in maintaining rolling stock shops, offices, and revenue vehicles in a clean and orderly condition; performs related work as assigned.

### CLASS CHARACTERISTICS

This class is distinguished from the System Service Worker classification in that the janitorial duties relate to rolling stock shops, offices, and revenue vehicles.

### EXAMPLES OF DUTIES

Receives daily work assignments from appropriate supervisor; assembles necessary cleaning equipment, materials, supplies, cleaning solutions, and required protective gear; cleans office areas by vacuuming floors, carpets and upholstery, shampooing carpets and upholstery, emptying ashtrays and trash cans, dusting and washing chairs, desks, files and other surfaces and washing walls and doors; cleans and disinfects restroom surfaces and fixtures using detergents and chemicals; restocks restrooms with service supplies such as soap and paper goods; performs heavy cleaning in shop areas, including service pits, truck bays and docks and floor areas, ensuring that debris and grease are removed; in employee lunchroom areas, cleans sink, stove, refrigerator, and tables in addition to floor and wall areas; following specified procedures steam cleans tools or parts; cleans revenue vehicles by removing trash, vacuuming carpets and seats, scrubbing walls, doors and windows and spotting and shampooing carpeted and upholstered areas; replaces worn seat covers as required; documents work performed; performs cleaning tasks known as common labor.

### QUALIFICATIONS

Knowledge of:

Cleaning procedures, methods, supplies, tools, and equipment; safe working practices and techniques.

Skill in:

Using Hand tools and power equipment to vacuum, scrub, strip, wax, buff, shampoo, and otherwise clean varied surfaces and fixtures. Using detergents and cleaning solutions correctly and safely. Following oral and written directions. Working independently without immediate supervision; working cooperatively with others; maintaining accurate basic logs and records of work performed.

Other Requirements:

Must have physical capability to perform strenuous physical labor, including sufficient strength to lift trash containers and equipment weighing up to 50 pounds; must be willing to work weekends and off-hours shifts. Must possess a valid California driver's license and have a satisfactory driving record.

MINIMUM QUALIFICATIONS

Equivalent to completion of the twelfth grade and one year of experience which will have provided a familiarity with janitorial procedures, equipment, and supplies.