



Southern Nevada Health District Maintenance Worker

CLASS CODE	2491	SALARY	\$22.23 - \$31.01 Hourly
ESTABLISHED DATE	March 30, 2025	REVISION DATE	March 30, 2025

JOB DEFINITION

To assist Southern Nevada Health District Maintenance Technicians with routine machine maintenance, painting, and repair of buildings and equipment; and to perform a full range of custodial duties related to the organizing, stocking, and cleaning of assigned buildings and facilities.

Supervision Received and Exercised:

- Receives general supervision from the Facilities Services Manager.

EXAMPLES OF ESSENTIAL FUNCTIONS & DUTIES

This job description lists examples of essential duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Install light bulbs, doors, cabinets, paneling, Formica, carpet and bulletin boards; prepare foundations for concrete walks.
- Paint interior and exterior walls and cabinets; hang wallpaper and pictures; assemble furniture; assist in stocking, unloading and delivery of supplies.
- Maintain security of property.
- Clean and sanitize restroom facilities and fixtures including, sinks, urinals and toilets; wash windows, mirrors and walls; clean and sanitize showers as assigned; replenish supplies in restrooms.
- Sweep, vacuum, mop, wax, strip, and polish floors; vacuum and shampoo carpets.
- Dust and polish furniture, woodwork, fixtures, and equipment; clean desks and counter tops.
- Empty, clean and sanitize waste receptacles; pick up papers and other debris.
- Move and arrange furniture and equipment and set up rooms for conferences and meetings.
- Replace lights and adjust shades and blinds.
- Regulate ventilation and temperature; clean air vents as required.
- Perform related duties and responsibilities as required.

MINIMUM QUALIFICATIONS

Education and Training:

- Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

Experience:

- Two (2) years of custodial or janitorial experience.

License or Certificate:

- Possession of, or ability to obtain, an appropriate and valid Nevada driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES

Requirements listed below are representative of the knowledge, skills, and abilities needed. Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.

Knowledge of:

- Basic principles of plumbing, wood finishing, painting, electricity and carpentry.
- Methods, materials, and equipment used in custodial work.
- Safe work practices.

Skill and Ability to:

- Clean and care for assigned areas and equipment.
- Learn to use a variety of custodial equipment, supplies and materials.
- Learn repair techniques for plumbing, wood working, and electrical circuitry.
- Work independently in the absence of supervision.
- Understand and follow oral and written directions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective relationships with those contacted in the course of work.

CORE COMPETENCIES

- **C**ommitment: Provide quality service and collaborate with internal and external partners to achieve mutual goals and strengthen community health.
- **A**ccountability: Fulfill responsibilities and report in a transparent manner to employ capacity in a creative and agile way, embracing good leadership and stewardship principles to achieve long-term sustainability.
- **R**espect: Recognize and appreciate the dignity and worth of every person, regardless of their background, traditions, talents, or skills. Build positive relationships that foster inclusion and belonging for all, ensuring access to services based on needs.
- **E**xcellence: Pursue quality and innovation from our policies and systems to our services and interactions. Embrace the pursuit of excellence and a culture of improvement in interactions with patients, partners, and stakeholders.
- **S**ervice: Strive to provide an exceptional experience for everyone through accessible, compassionate services to our patients, clients, co-workers, and communities.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT

Work Environment

- *Travel from site to site*

- *Some exposure to dust and noise*
- *Some heavy lifting, standing, climbing*
- *May work at heights*
- *Work in varied weather conditions*

ADDITIONAL JOB DETAILS & INFORMATION

- FLSA Status: Non-Exempt
- Bargaining Unit: Eligible
- Pay Assignment: Schedule 14
- Supervisory Classification: No
- EEO-4 Category: Skilled

All required licenses must be maintained in an active status without suspension or revocation throughout employment.

Any employee may be required to stay at or return to work during public health incidents and/or emergencies to perform duties specific to this classification, or to perform administrative or operational support duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency. New employees must complete assigned FEMA Incident Command System training courses as a condition of continued employment within six (6) months from date of hire.

SNHD is an equal employment opportunity employer. Applicants will not be discriminated against on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, or national or ethnic origin.