



Building community to end poverty

## Job Description

**Job Title:** Maintenance Service Worker

**Department:** Transportation

**Supervisor:** Maintenance Manager

**Union Affiliation:** IAM

(Associated dues apply)

**Status:** Non-Exempt

**FTE:** 1.00

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Solid Ground believes poverty is solvable. Our communities are stronger when we support stability and break down the barriers to overcoming poverty. Solid Ground does both. We combine direct services with advocacy to meet basic needs, nurture success, and spread change. Through our programs, people gain stability and build skills that equip them to move forward in their lives. Through advocacy, we work toward ending racism and other oppressions embedded in our institutions, policies, and culture that hold people back from succeeding. We bring the voices of people experiencing poverty into the political process, furthering social justice and supporting our entire community to reach its potential. As our workforce evolves to reflect the diversity of the communities we serve, our agency and workplace will be enriched and strengthened and as such we will:

- Demonstrate the initiative to learn and enhance skills that promote anti-racism, cultural competency and an understanding of oppression and its impact
- Participate in intentional learning efforts, including events relating to understanding and dismantling institutional racism and building cultural competency and encourage staff to fully engage in those activities

**Job Summary:** The Maintenance Service Worker assists with road service calls and is responsible for ensuring Seattle Personal Transit vehicles are fueled, cleaned and properly serviced for daily operation.

### Essential Responsibilities, Duties & Tasks:

50% Cleaning interior of vehicle including windows, dashboard, wheelchair securement tracks, seats and belts. Mopping floors weekly, wipe down seats, seatbelts, & wheelchair tie-downs.

40% Check vital vehicle fluid levels, topping off fluids and reporting abnormalities in levels immediately.

5% Maintain outside parking areas safe and clean. Fueling, as necessary.

5% Complete all required records in a timely and accurate manner.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

**Education & Experience:**

Requires the following:

- (a) One year experience in light maintenance.
- (b) A high school diploma or GED

**Minimum Qualifications:**

- Ability to communicate effectively, both orally and in writing in the English language
- Demonstrated knowledge of general cleaning
- Ability to handle multiple tasks at the same time
- Ability to follow oral and written instructions
- Willingness and ability to work with people from a variety of racial, cultural and economic backgrounds, with various lifestyles, sexual orientations, and of all ages

**Physical Demands/Working Conditions:** This position works inside the office building 10% of the time and 90% of the time in the parking lot. Employee spends indoor time getting supplies from storage. Work performed outside the office is 90% spent on light maintenance of vans. Position requires employee to lift/carry up to 10-25 pounds occasionally, and push/pull 10-25 pounds seldom. Position has the ability to sit seldom, most time spent standing, walking, and bending. Stairs are required.

**Hours & Compensation:** This is a regular 40/week, union position starting at **\$22.03 per hour plus benefits**. Benefits include medical, dental, short-term and long-term disability insurance, basic life insurance, 401(k) savings plan including agency contribution and match, holiday pay, generous paid personal leave package and tax-sheltered health care and dependent care accounts. Solid Ground employees may be eligible for a standard annual increase. The amount may be determined by an employee's union membership.

**Solid Ground is an equal opportunity employer committed to workplace diversity. We do not discriminate on the basis of gender, age, race and color, religion, marital status, national origin, disability or veteran status.**