

## **POLICE MAINTENANCE WORKER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is routine maintenance work for the Police Department which involves installation and maintenance of all traffic signs and maintenance of all traffic signals for the town. In addition, this person performs general maintenance and repair to the Police Department buildings. Work is performed under the general supervision of the Traffic Sergeant or Police Officers assigned to the Traffic Division.

### **TYPICAL WORK ACTIVITIES:**

1. Installs and maintains all traffic signs in the Town;
2. Maintains all Town owned traffic signals;
3. Maintains accurate and up-to-date records on the installation and upkeep of traffic signs and signals;
4. Performs maintenance and repair work on police department buildings, such as general carpentry, roof repair and minor plumbing repair;
5. Performs interior and exterior painting;
6. Installs air conditioners;
7. Constructs equipment used in police officer training programs;
8. Paints crosswalks and stop lines;
9. Fills in for custodian when necessary;
10. Fills in for School Crossing Guards when necessary;
11. Mows and maintains police property;
12. Performs snow plowing of police property;
13. Does related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the installation and maintenance of traffic signs and signals; good knowledge of building maintenance and repair; working knowledge of groundskeeping and snowplowing activities; ability to keep accurate records; manual dexterity; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

One (1) year of work experience in building maintenance activities.

### **SPECIAL REQUIREMENT FOR APPOINTMENT:**

Possession of a valid driver's license.

PS1302

ADOPTED: 12/10/79

REVISED: 07/26/91