



Job Title:	Maintenance Worker III	Job Posting Number:	19-22
Position Type:	Full-time	Dept./Group:	Operations
Location / Positions Available / Shift:	Southern Region Positions: 5	Job Category:	Maintenance
Level / Salary Range:	\$40,000 - \$44,000	FLSA Status:	Non-Exempt
Starting Salary:	\$40,000	Reports to:	Director of Maintenance
Date Posted:	May 22, 2019	External & Internal Posting:	Yes
Posting Closing:	June 01, 2019	Internal Promotional Posting Only:	No
HOW TO APPLY: PRIOR TO THE POSTING CLOSING YOU MUST APPLY IN THE FOLLOWING MANNER:		WHO MAY APPLY:	
☒ SUBMIT RESUME DIRECTLY TO: DEPARTMENT OF HUMAN RESOURCES 110 WOOD & GROVE STREETS MORRISVILLE, PA 19067 ☒ OBTAIN APPLICATION FORM AT WWW.DRJTBBC.ORG. COMPLETE AND SEND TO THE ADDRESS LISTED ABOVE, OR BRING TO ANY PUBLICLY ACCESSIBLE TOLL BRIDGE ADMINISTRATION BUILDING (FOR EXTERNAL APPLICANTS ONLY) ☒ COMPLETE AND SEND A LETTER OF INTENT OR IN-HOUSE POSTING FORM TO HR (FOR INTERNAL APPLICANTS ONLY)		A PERSON OVER THE AGE OF 18 WHO IS AUTHORIZED TO WORK IN THE UNITED STATES.	
JOB DESCRIPTION			
SUMMARY: Under the general supervision of the Director of Maintenance and/or the Deputy Director of Maintenance, and the direct supervision of the Regional Maintenance Supervisor and/or the Deputy Regional Maintenance Supervisor, performs a wide variety of simple or unskilled building and grounds services, works on bridges and roadway approaches, including a variety of duties requiring physical exertion, manipulative ability, the routine use of machine and power tools, and other less complex equipment. Does related work as required. This is an entry-level position.		MINIMUM EXPERIENCE AND ABILITIES: High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.	

ROLE AND RESPONSIBILITIES INCLUDE THE FOLLOWING. OTHER DUTIES MAY BE ASSIGNED.

- Operates trucks and other heavy equipment.
- Performs general manual service and assistance around a Commission facility.
- Carries out general landscaping tasks.
- Operates small power tools, mowers, trimmers, chainsaws, air compressors and other various types of small equipment.
- Assists in painting various Commission facilities and equipment.
- Uses bituminous materials and various aggregates for the repair patching and maintenance of bridge and roadway pavements.
- Acts as flagman when required.
- Required to assist in snow and ice control operations at any time of day or night.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or one to three months' related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Possession of a valid New Jersey or Pennsylvania driver's license required.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, use hands to finger, handle, or feel objects, tools or controls, reach with hands and arms, climb stairs, balance, stoop, kneel, crouch or crawl, talk or hear, taste or smell. The employee must occasionally lift and/ or move up to 60 pounds. Specific vision abilities required by the job include close vision, distance vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually moderate.

ADDITIONAL NOTES

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed to meet the ongoing needs of the organization.