



# CAREER OPPORTUNITY

## UTILITY CLEANER

**Department:** Maintenance

**Status/FLSA:** Full-time, Non-exempt

**Work Schedule:** Must be available to be scheduled for a shift between the hours of 4:00am – 2:30 am. Weekdays, weekends and holidays

**Reports to:** Director of Maintenance

**Pay Rate:** \$12.09/hour

**Benefits:** Excellent benefits package

---

### SUMMARY

Under direct supervision, cleans interiors and exteriors of revenue vehicles, support vehicles, and facility work areas.

### ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Performs vehicle interior cleaning, including, but not limited to ceilings, lights, windows, walls, seats, floors, doors, step wells, dashboards, passenger and driver restraints, and mirrors.
- Performs vehicle exterior cleaning to include, but not limited to removal of dust, dirt, grease, and oil from all exterior surfaces, bumpers, and wheels.
- Inspects vehicle interiors and exteriors for defects and notes defects on cleaning report.
- Performs cleaning of vehicle, vehicle windows and mopping of vehicle and facility floors.
- Cleans facility restrooms, offices, and hallways. Empties trash cans.
- Performs vehicle fare box vaulting operation.
- Steam cleans vehicle engines and wheels.
- Prepares work orders to document detail cleaning activity and time.
- Safely operates shop equipment such as forklifts, floor scrubbers, pressure washers, and other tools by following verbal and written instructions.
- Responds to road calls to assist with vehicle exchanges and returning disabled bus to garage.
- Follows departmental policies and regulatory guidelines
- Cleans assigned work areas and performs other duties as assigned.

### 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### REQUIREMENTS:

- High school diploma or equivalent (GED). Experience equivalent to one year of responsible work experience in a maintenance, transportation or related environment as a cleaner; or equivalent combination of education and experience.
- Must be able to work flexible hours.
- Must undergo a pre-employment drug test and DOT physical successfully as well as obtaining a successful criminal background check and previous employment reference check.

**LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to prepare work orders and other written correspondence. Ability to communicate effectively with supervisors and other employees.

**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 solve practical problems and interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Must be able to obtain a valid Georgia Commercial Driver's License with passenger endorsement and valid Medical Examiner's DOT card.

**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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle or feel; and talk or hear. The employee frequently is required to reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**WORK ENVIRONMENT**

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and fumes or airborne particles. The employee is frequently exposed to wet and/or humid conditions and outside weather conditions. The employee is occasionally exposed to high, precarious places; toxic or caustic chemicals; extreme cold; extreme heat; risk of electrical shock; explosives; risk of radiation; and vibration. The noise level in the work environment is usually loud.

---

**DISCLAIMER STATEMENT:** The above statements are intended to describe the general nature and level of work performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so qualified.

**TO APPLY:** E-mail resume to [hr@catchacat.org](mailto:hr@catchacat.org). Please state the title of the position applying for in the subject line of the email.

**EOE M/F/D/V**  
**A drug-free workplace**