

# **BARTELL DRUGS**

*Washington's Own Drugstores*

**Position Description:** Maintenance Worker

**Department:** Maintenance

**FLSA Status:** Hourly

**Effective Date:** 2/1/2011

## [How To Apply](#)

### **Primary Objective:**

The Maintenance Worker will maintain and repair all structures of The Bartell Drug Company, and surrounding grounds. This person will assist in the completion of all remodels done to existing buildings. He/She will assemble all store fixturing as needed. This person will complete all projects as directed by Corporate Management.

**Reports to:** Maintenance Supervisor

### **Major Responsibilities and Duties Which May Be Considered Essential:**

- This person must perform a variety of duties, often changing from one task to another of a different nature without loss of productivity using tools, machines, appliances, numbers, or other tangible objects. He/She must possess knowledge in all aspects of building construction, building maintenance, and job safety.
- This person must be able to read and understand architectural blueprints. He/She must be able to make the proper selection of tools, objects, or materials to be used to complete a project as assigned by the Maintenance Supervisor.
- This person will repair and maintain physical structures in relation to defective electrical switches and fixtures, painting and repairs of woodwork, plumbing fixtures, drywall, flooring and masonry work. This person may on occasion build small rooms and do laminating work on store fixtures.
- Developing and completing work orders on the computer.

### **General Comments:**

- This person must be able to handle inclement weather conditions of extreme cold and heat, and rain while working on exteriors of company structures.
- This person will use their own vehicle to travel to different locations, and will be reimbursed as per company policy.
- Must keep consistent attendance and be available to work any of the seven days of the week as needed.
- Other duties as assigned.

### **Physical Requirements:**

- Regular attendance and punctuality is required.
- This person must be able to move hands easily and skillfully. Must have the ability to work with hands by grasping objects, in placing and turning motions.

- This person must be able to stoop or bend below waist level to lift material for special projects. Crouching, twisting, or pivoting at the waist, kneeling, or squatting is also required.
- This person must be able to work continuous hours on knees using proper knee padding to repair flooring.
- This person must be able to carry lumber, tools, and other materials up to 50 Lbs. on occasion.
- This person will be subject to constant or intermittent loud sounds of high pitch levels from saws and other equipment in the maintenance shop.
- This person must be able to read small numbers such as those on a ruler.
- This person must be able to ascend and descend on ladders, stairs, scaffolding, ramps, and poles while maintaining equilibrium to prevent falling.

### **Minimum Qualifications**

- High school graduation or possession of a GED certificate.
- One year commercial maintenance experience or as a tradesworker in one of the recognized fields such as plumbing, carpentry, electrical, masonry, or sheet metal;
- Possess job knowledge in all aspects of building construction, building maintenance, and job safety.
- This person must be able to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures, widths and lengths of lines
- This person must be able to read, write, speak and comprehend conversational English so as to be able to read safety rules, give and receive instructions on the proper use of shop tools and equipment, and methods and procedures in mechanical drawing and layout work.
- This person must be able to quickly and accurately perform addition, subtraction, division, and multiplication of whole numbers, decimals, and fractions.