



Job Description

Job Title: General Maintenance I
Reports To: Crew Leader
Department: Production & Operations

Revision: November 8, 2021
FLSA: Non-Exempt

Summary:

The General Maintenance worker is responsible ensuring all maintenance tasks are completed routinely and timely to allow the Nursery to meet its goal of producing top quality fruit and nut trees for orchardists throughout the country.

Essential Duties and Responsibilities:

The essential duties and responsibilities for the position include the items listed below.

- Perform a variety of routine semi-skilled maintenance tasks including but not limited to, carpentry, painting, plumbing, electrical, and welding trades work.
- Conduct routine inspections and maintenance of heating, electrical, and air conditioning equipment; replace filters; identify and report more complex maintenance needs to supervisor.
- Perform installation, repairs, and routine maintenance of buildings, facilities, nursery structures, equipment, and vehicles.
- Clean and assist with regular upkeep of facilities including but not limited to painting walls, floors and exterior of structures using brushes or spray equipment.
- Correctly install, repair, and maintain plumbing systems.
- Correctly install, repair, and maintain electrical systems.
- Keep all hand and automatic tools in good repair.
- Ensure work area is left clean at the end of each shift or assigned task.

Marginal Duties:

- Adhere to safety, and security standards and all company policies and procedures to ensure company objectives are met and communicate to management when safety concerns are observed.
- Other duties and responsibilities may be assigned.

Minimum Qualifications:

Knowledge of: General knowledge nursery processes; maintenance and repair of Nursery buildings and facilities; safe operation of general nursery equipment.

Ability to: Understand and carry out oral and written instructions; organize work and complete assignments under general supervision; follow standard operating procedures; safely operate generally nursery equipment; safely and skillfully operate hand and power tools; precisely measure instruments or electronic testing devices; effectively manage time; be open and willing to work all assigned tasks in all areas of the nursery; cooperate and work well with team members.

Education and Experience: No education required. Intermediate knowledge, training, and experience working in an agricultural setting and/or performing general maintenance tasks and any combination of education and experience that provides equivalent knowledge, skills, and abilities.

Special Requirements

Essential Duties require the following physical skills and work requirements:

Requires the ability to maintain focus, sound judgement and rational thinking under varied circumstances; exert a considerable amount of force frequently to lift, carry, push, pull, or otherwise move objects and to stoop, squat, crawl, crouch, climb, lift; operate a variety of tools which may include equipment and vehicles; sitting and/or standing up to 8 hours a day; occasional walking; may be subject to uncomfortable working conditions including exposure to dust, noise, heat, cold, wet, humid, dry and arid conditions; may be exposed to loud noise and unpleasant odors.

License or Certificate: N/A

Acknowledgement:

The employee is expected to adhere to all Sierra Gold policies and to act as a role model in adhering to Company policies. I have read and understand this explanation and the job description:

Signature

Date

Print Name

Employee ID