

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**Maintenance Utility Worker (Custodial)
Physical Plant
Regular Full-Time Position
Position Number 667010**

General Description

The Maintenance Utility Worker is under the supervision of the Custodial Supervisor and performs duties primarily in the maintenance of floor burnishers/buffers, vacuum cleaners and various other electrical/mechanical equipment, maintaining location records on custodial equipment, responding to emergency clean up requests and other related duties.

Primary Duties and Responsibilities

- Maintain accurate records of custodial equipment and placement in APSU buildings.
- Routinely conduct inspections of custodial equipment for serviceability, cleanliness and condition of storage locations.
- Perform repairs on floor burnishers, buffers, vacuum cleaners (both wet and dry) and other electrical equipment used by custodians.
- Test equipment after repair.
- Order repair parts from appropriate vendors.
- Assist the custodial department with general cleaning of student dormitories, apartments and other campus buildings.
- Deliver custodial cleaning materials and supplies to appropriate buildings.
- Respond to emergency cleanups as required.
- Assist moving crew as needed.
- Perform other job-related duties as assigned.

Essential Functions

- Ability to communicate effectively and appropriately.
- Ability to maintain confidentiality of records and information.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to handle multiple tasks simultaneously.
- Ability and knowledge to perform basic electrical checks, using appropriate tools and test equipment.
- Ability to effectively repair and maintain equipment.
- Ability to recognize occupational hazards and take appropriate safety precautions.
- Ability to evaluate situations and make decisions.
- Ability to maintain accurate records.
- Ability to work with little supervision.
- Ability to work overtime and weekends or any shift as required.

Required Minimum Qualifications

- High school graduate or equivalent.
- Valid driver's license.
- A background check will be required of the successful applicant.

Additional Preferred Qualifications

- Experience with and knowledge of servicing and repairing electrical floor care and related custodial equipment.

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