

*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.*

**Utility Worker/Driver  
Physical Plant  
Regular Full-Time Position  
Position Number 634010**

**General Description**

The Utility Worker/Driver is under general supervision and performs duties in deliveries, relocation of property and set-up of special events.

**Primary Duties and Responsibilities**

- Move property from area to area, locally and up to two hours away.
- Deliver freight from Central Receiving.
- Set up special events.
- Deliver supplies from Bookstore to each department.
- Issue tables, chairs and risers from warehouse.
- Deliver catalog mailings to downtown Post Office.
- 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 to safely operate a motor vehicle and fork lift.
- Ability to read and follow directions from work orders or confirmation of facilities request sheet.
- Ability to write legibly and process work orders.
- Ability to recognize occupational hazards and take appropriate safety precautions.
- Ability to deliver freight and University property to the designated location.
- Ability to lift and/or move up to 75 pounds.
- Ability to perform the physical requirements of the position.
- Ability to set up furniture, equipment, etc. for special events.
- Ability to work occasional overtime as needed.

**Required Minimum Qualifications**

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

**IT IS A CLASS A MISDEMEANOR TO MISREPRESENT ACADEMIC CREDENTIALS**