

OPERATIONS

TITLE: MAINTENANCE WORKER

REPORTS TO: Facilities Manager/Operations Supervisor

QUALIFICATIONS: Demonstrates success in performing tasks such as plumbing, electrical work, carpentry, etc.

JOB GOAL: Maintains the physical school plant in a condition of operating excellence so that full educational use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Replaces worn or defective wiring, switches, faucets, plumbing fixtures, and the like, and repairs fencing, asphalt, concrete, ceilings, and the like.
2. Deals with emergency repair problems with efficiency.
3. Makes recommendations of supplies and equipment for purchase.
4. Operates heat, ventilation, and air conditioning systems to provide temperatures appropriate to the season and to ensure economical use of fuel, water, and electricity.
5. Shovels, plows, salts, and/or sweeps sidewalks, steps, driveways and parking areas as necessary.
6. Helps establish, with the Operations Supervisor, programs of regular preventive maintenance.
7. Performs other duties that may be assigned by the Facilities Manager/Operations Supervisor.

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the Board of Education.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of noncertified staff.

APPROVED: October 16, 2007

REVISED: May 19, 2015