

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title: Maintenance Apprentice
Pay Table: Support
Pay Grade: 7
FLSA Status: Non-Exempt
Job Code: 673
Reports to: Maintenance Foreman (Electrical, Grounds, Paint, Carpenter or Plumbing)

JOB SUMMARY

Under the close supervision of the appropriate Maintenance Foreman and the corresponding journeyman-level craftsmen (carpenters, plumbers, electricians, painters or carpet layers), the Maintenance Apprentice assists in repairing, maintaining and/or constructing school facilities, equipment and fixtures.

ESSENTIAL JOB FUNCTIONS

- Assists in troubleshooting and in measuring or otherwise determining repair or construction requirements.
- Assists journeyman-level craftsmen (carpenters, plumbers, electricians, painters, carpet layers, irrigation) in completing construction and remodeling projects.
- Checks and performs routine preventive maintenance on equipment and fixtures.
- Repairs and replaces equipment and fixtures.
- Assists in demolition of facilities and structures (i.e. concrete, bleachers, walls, ceilings, doors).
- Installs fixtures and equipment.
- Paints various surfaces and color matches.
- Repairs broken glass.
- Stripes parking lot.
- Maintains assigned vehicle, equipment, and tools.
- Assists other maintenance departments as required.
- Cleans work area.
- Orders supplies.
- Picks up parts and supplies.
- Hauls and delivers equipment and materials.
- Performs grounds maintenance, such as filling holes, trimming trees and shrubs, spraying weeds, planting trees and shrubs, fertilizing and aeration.
- Assists with snow removal.

MINIMUM REQUIREMENTS

- High School diploma or equivalent.
- Enrollment in apprenticeship preferred.
- Successful completion of 16-hour asbestos course (required after employment).
- Driver's license.
- Ability to obtain CDL within 4 months.
- One (1) or more years of experience.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read and write and perform basic mathematical calculations.
- Facility in using tools and equipment.
- Ability to manage inventory and property.
- Ability to use small office equipment and computers.
- Ability to use or repair small, medium and heavy equipment and machinery.

PHYSICAL DEMANDS

Heavy work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: balancing, climbing, crawling, crouching, feeling, fingering, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in a dynamic environment that requires them to be sensitive to change and responsive to changing goals, priorities, and needs.

The Davis School District has the right to revise this position description at any time.