



5. Provide guidance and technical assistance to others. Give clear and concise instructions.
6. Serve in the absence of the Foreman.
7. Generate and complete assigned work orders.
8. Coordinate and perform pest control services for the school system.
9. Prepare and maintain records of playground equipment inventory and supplies; repair as needed.
10. Conduct routine safety audits of each NHCS playground.
11. Coordinate and oversee moving and setting up of furniture and equipment.
12. Assist with entering/closing work orders and processing requisitions.
13. Meet all schedules and deadlines in a timely fashion.
14. Willing to be on-call in case of emergency.
15. Perform related duties and responsibilities as requested by the Director of Maintenance Operations or Assistant Director of Maintenance Operations.

*The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.*

**Terms of Employment:** Twelve month work year/At Will/FLSA Non-Exempt

**Starting Salary and/or Grade:** Grade 67

**Evaluation:** Performance of this job will be evaluated in accordance with provisions of the Board and local policy on evaluation of personnel.

**Knowledge, Skills and Abilities:**

- Ability to understand and carry out broad verbal and written instructions.
- Demonstrate considerable knowledge and skill of the use of a variety of tools of the trade.
- Demonstrate considerable knowledge of the methods and techniques used in trade.
- Ability to read and work from plans, blueprints and sketches.
- Ability to maintain accurate records.
- Ability to plan and organize work.
- Demonstrate functional knowledge of the applicable building codes and specifications.
- Ability to accurately identify pest problems and coordinate pest control services for New Hanover County Schools.
- Knowledge of methods, equipment and materials used in general maintenance of playground equipment.
- Knowledge of playground safety standards directed by the Consumer Product Safety Commission.

- Physical ability and dexterity to perform duties and responsibilities of the job.
- Ability to lift, carry, push or pull weights up to 75 pounds.