

Job Title: **General Maintenance Worker**
Reports to: **Building and Grounds Supervisor**
Department: **Maintenance Department, Support Staff**

I. NATURE AND SCOPE OF JOB:

To maintain the physical structures of the District in a condition of operating excellence so that full educational use may be made at all times.

TERMS OF EMPLOYMENT:

12 month work year with salary and fringe benefits as per adopted classified staff salary and fringe benefit package. Work week will be established by the supervising principal and maintenance supervisor.

II. EXPECTATIONS:

1. Maintain a positive attitude that supports the District Mission.
2. Maintain a positive and supportive relationship with all people in the work place.
3. Be responsible for acceptable personal attendance and punctuality.
4. Accept responsibility for the identified job description and continually strive to perform work of the highest quality.
5. Responsible for adhering to District policies.

III. JOB FUNCTIONS

A. Essential Functions:

1. Demonstrate aptitude or competence for assigned responsibilities.
2. Capacity to understand detailed instructions.
3. Ability to read blue prints.
4. Ability to perform task in areas of plumbing, heating hot water boilers, steam boilers, circulating pumps, condensation pump, electrical service, lighting ballasts, breakers, switches, outlets, air handling equipment, heating units, filters, food service equipment, emergency generators, and other equipment maintained by the District.
5. Ability to maintain automatic sprinklers, wells and systems related to irrigation.
6. Inspects District facilities on a regular basis as preventative maintenance.
7. Ability to perform all duties as assigned.
8. Performs all other duties and responsibilities as assigned.

B. Non-Essential Functions:

1. **Availability for emergencies during non-duty periods.**
2. Travel to rural schools on a regular basis.
3. Maintain a high standard of safety, cleanliness, and efficiency while performing duties.
4. Other duties as assigned.

IV. Job Qualifications:

A. Knowledge, Skills, and Mental Ability:

1. Ability to speak clearly and concisely.
2. Ability to communicate in English (orally and in writing)
3. Ability to make decisions with sound judgment.
4. Ability to weigh options, think clearly and evaluate accurately.

B. Education, License, Certification or Formal Training:

1. High School Diploma or equivalent.
2. Minimum of two to four years experience.
5. Successfully pass District Bloodborne Pathogens training.
6. Satisfactory completion of AHERA (asbestos) training.
7. Must have valid driver's license and be insurable under the district's insurance.

C. Physical Demands:

1. Ability to lift a minimum of 50 pounds on a regular basis.
2. Requires prolonged sitting, standing, or walking.
3. Requires stooping, kneeling, crawling, bending, turning, and reaching.
4. Requires climbing and balancing.
5. Requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
6. Ability to climb various scaffolding and ladders frequently.
7. Ability to push or pull handcarts, furniture or other equipment.

D. Equipment Used:

Electrical meter	Sewer Machines	Tractor/Forklift
Power Tools	Snow Removal Equipment	Telephone
Man Lift	Scaffolding	Lawn Equipment

(riding lawn mower, weed eater, fertilizer spreader, and weed sprayer)

E. Environmental Demands:

1. Ability to cope with school related noise.
2. Ability to work in all types of weather conditions.
3. Ability to cope with dust, fumes, and/or odors from cleaning and maintenance equipment.

Carbon County School District One does not discriminate on the basis of race, color , national origin, sex, age, disability, political affiliation, religion, or belief in relation to admission, treatment of students, access to programs and activities , or terms and conditions of employment.