

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

POSITION PROFILE - PREVENTIVE MAINTENANCE SPECIALIST

QUALIFICATIONS

Possession of a high school diploma or its equivalent.

Possession of a valid Pennsylvania driver's license.

Possession of a strong mechanical and electrical background.

Minimum of five years' experience in the electrical and/or mechanical trades.

Ability to be reached and work a flexible schedule when needed.

SKILL PREPARATION

Ability to operate, maintain, and repair all types of equipment related to the District mechanical systems.

Ability to lift 50 pounds.

Ability to operate a computer using basic skills.

Ability to read and understand electrical schematics and mechanical drawings.

Ability to be cooperative and service oriented.

Ability to work in a team environment and maintain a positive attitude.

Ability to utilize appropriate written and verbal communication skills, as well as appropriate interpersonal skills.

DUTIES AND RESPONSIBILITIES

Be responsible to the Buildings and Grounds Director for the completion of all assigned duties with accuracy, professionalism, and confidentiality.

Responsible to maintain District HVAC and electrical equipment.

Responsible to keep accurate records of time spent in completion of tasks.

Responsible to pick up trash and debris throughout the campus.

Responsible to maintain a clean and safe work environment.

Responsible to assist with snow removal.

Discharge all other assignments delegated by the Buildings and Grounds Director.

EVALUATION

Evaluation will be conducted annually by the Buildings and Grounds Director in the areas of core competencies and position performance.