

OZARK R-VI SCHOOLS  
JOB DESCRIPTION

**TITLE: MAINTENANCE-CONSTRUCTION**

**QUALIFICATIONS:**

1. Knowledge of general construction and concrete work
2. Knowledge of electrical equipment and related maintenance
3. Ability to work independently
4. High school diploma supplemented by formal training in mechanical or related trade plus one year minimum work-related experience  
-or-
5. Any equivalent combination of education and experience.

**REPORTS TO:** Maintenance Foreman-General

**JOB GOAL:** To perform skilled maintenance tasks for the District including electrical, refrigeration and HVAC and to conduct preventive maintenance inspections.

**PERFORMANCE RESPONSIBILITIES:**

1. Conducts preventive maintenance inspections; determines what equipment is broken or operating inefficiently.
2. Repairs or replaces a variety of fixtures and equipment such as lights, electric motors, furnaces, stoves, kilns, washers, dryers, refrigerators, freezers, air conditioners, water coolers and ice machines.
3. Installs structures and fixtures
4. Measures, cuts or shapes wood, plastic and other materials
5. Constructs, and helps erect, level, install and inspect building frameworks
6. Operate machinery to break up concrete
7. Erect concrete forms and scaffolding, and mix, pour and level concrete using a variety of finishing tools.
8. Performs other tasks as assigned.

**PHYSICAL DEMANDS:** Must be able to climb ladders, regularly lift up to 70 pounds; ability to work in confined spaces for lengthy periods of time; repeated turning/twisting motions with all joints and waist; repeated push/pull on fingers, hands, wrists, shoulders, elbows and back; ability to stand in one location for up to one hour while working on equipment; climbing up and down; reaching and working with hands over head; repeated movements to and from the floor; standing and walking up to 8 hours; sitting/typing for up to 2 hours daily.

**TERMS OF EMPLOYMENT:** 12 month per school board policy GBDBA

**TYPE OF POSITION:** Nonexempt

**EVALUATION:** Evaluated annually by Maintenance Foreman-General

**APPROVED BY SCHOOL BOARD:** February 21, 2019