

**SCHOOL DISTRICT OF BRADFORD COUNTY****JOB DESCRIPTION****GENERAL MAINTENANCE I****QUALIFICATIONS:**

- (1) High School Diploma or equivalent
- (2) Capable of assisting carpenter, electrician, plumber, or HVAC technician in the maintenance and repair of equipment or facilities as needed
- (3) Demonstrated ability to perform the tasks assigned
- (4) Such alternatives or additions to the above as the Board may deem appropriate and necessary

**KNOWLEDGE, SKILLS AND ABILITIES:**

Some knowledge of the methods, tools and materials used in the repair and maintenance of general building structures. Ability to perform work involving physical strength and endurance and to withstand exposure to variable weather conditions. Ability to understand and follow oral and written instructions. Some skill in the use of common hand tools and equipment for the activity to which assigned.

**REPORTS TO:**

Director, Operations

**JOB GOAL**

To assist the carpenter, electrician, plumber, and HVAC technician in the upkeep and repair of equipment and facilities in order to provide a safe environment for students and employees.

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

- \* (1) Able to perform, with direction, general labor and manual tasks as related to mechanical, construction or maintenance.
- \* (2) Perform labor and maintenance tasks requiring some special knowledge, usually acquired by experience in building construction or mechanical or maintenance activities in a labor capacity. All work is subject to close inspection while in process and upon completion.
- \* (3) Assist in the performance of brick, masonry and cement work in construction; repair sidewalks, curbs and gutters and perform other general cement and brick work as needed.
- \* (4) Operate trucks and other light equipment, such as tractor mower; collect trash and other refuse and load into a truck; assist driver in unloading at dump area; fertilize lawn areas.
- (5) Install fencing.

**GENERAL MAINTENANCE WORKER I (Continued)**

- \* (6) Maintain lawns and playing fields.
- (7) Assist other craftsmen as assigned.
- (8) Use effective, positive interpersonal communication skills.
- (9) Perform other incidental tasks consistent with the goals and objectives of this position.

**PHYSICAL REQUIREMENTS:**

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 as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan.  
Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities

Job Description Supplement Code 8