



For our children, our community, our world, our future

Cheney Public Schools
 12414 S Andrus Road
 Cheney, WA 99004
 (509) 559-4599

CLASSIFICATION:	Maintenance	LOCATION:	Maintenance
REPORTING RELATIONSHIPS:	Position is supervised and evaluated by the department director.	COMPENSATION:	Placement on the PSEC Salary Schedule
REPRESENTATION:	Public School Employees of Cheney (PSEC) a local chapter of Public School Employees Union (PSE) SEIU Local 1948		

POSITION: Journeyman Fabricator

GENERAL DESCRIPTION

Performs skilled oxyacetylene, arc and wire feed types of welding and burning work. Works in design, set-up and construction on small-scale projects that require general construction applications for re-model, renovation or new construction. Maintains lock and key systems records and repair and install of same. Observes, assists as needed and reports on large-scale construction projects as assigned. Performs skilled mechanical work on plant facilities, systems, machinery and equipment as assigned. Performs roof repairs as assigned. Responsible for the monitoring, preventative maintenance, repair and testing of all fire alarm, fire suppression, fire detection, and security systems. Performs asbestos abatement and repair work as assigned.

ESSENTIAL FUNCTIONS

An employee hired for this assignment may perform all or some of the responsibilities defined below:

- Responsible for metal welding, cutting, repair, machining and construction projects and work orders, repair and installation of door leversets and all gate and door systems.
- Perform set-up and construction work for small-scale projects. Assist director in small-scale project design.
- Monitor and provide for the safe keeping of all construction documents, submittals, schematics and drawings.
- Responsible for the monitoring, preventative maintenance, repair and testing of all fire alarm, fire suppression and fire detection systems.
- Repair and fabricate materials to repair desks, partitions, cables, blinds, sidewalks, parking lots, poles, curbing, skylights, walls, foundations, roof leaks, windows, doors, metal flashings, skylights, shades, sunscreens, rain gutters, drains, down spouts, shingles, vents, etc.
- Operate a variety of machine shop equipment such as hand and press drills, grinding wheels, buffers, metal workers, arc welders, plasma cutter, lathe, pipe and bolt threader, acetylene cutter/welder, and other related equipment and tools.
- Maintain tools, vehicle and other maintenance equipment in good repair.
- Install construction forms for sidewalks, foundations, curbs and equipment mounts. Estimate and order concrete for the work; direct and assist in pouring and finishing of concrete products.
- Monitor progress and work quality and assist contractors as needed on large-scale projects. Maintain construction observation notes as assigned.
- Use industrial chemicals and solvents in a safe and effective manner.
- Provide asbestos abatement and repair services as assigned. Maintain certification as an asbestos worker.
- Install and maintain signage necessary for safety.
- Instruct and direct summer and temporary help as assigned.
- Work with and/or assist other team members as assigned.
- Maintain and provide for the procurement of in-stock materials and the ordering of materials for projects.
- Remain on-call for snow removal during winter months and respond to emergencies as directed by supervisor.
- Perform other duties as assigned/required.

Each of the positions in the Maintenance and Operations Department serves as one unit of the whole team, and as such, is subject to assist or is assigned to tasks in other trades within the classification.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: Standard practices, methods, materials, tools and equipment of arc and acetylene welding fundamentals; ferrous and non-ferrous metals; fluxes and hardening agents; fundamentals of heat treatment; potential hazards of welding industry; stress and shear limits of materials fasteners and welding agents; general repair techniques; power and hand tool application; fire

alarm, fire detection and fire suppression systems; construction specifications and design fundamentals; OSHA / WISHA safety standards; asbestos abatement procedures; safe hazardous waste disposal practices.

Ability to: Read and work from blueprints and specifications; use arc and acetylene equipment in all positions; estimate time and materials; develop and maintain construction and preventative maintenance schedules; operate a wide variety of power equipment such as tractors, backhoe, snow plows, metal lathe, machining equipment, welders, generators, compressors and associated tools, etc; use a variety of hand and power tools; direct and instruct seasonal employees. Read, understand, and follow directions, specifications and other related documents as written by manufacturers, architects, and engineers; ability to estimate construction cost and materials; work safely; operate computer and phone for basic tasks (email, internet, documents); ability to prioritize work and project management in order to meet required deadlines; direct and instruct others as assigned; work alone or in a team setting; maintain good rapport with students, staff, and the public; participate as an effective, contributing member of the District's maintenance team.

MENTAL DEMANDS

- Required to deal with a wide range of behaviors and needs in a positive and service-oriented manner
- May experience shifts in work schedule and/or work site according to district needs
- Sustain mental awareness while also maintaining attention to details and safety requirements
- May occasionally deal with distraught or difficult people

PHYSICAL DEMANDS

- Ability to repeatedly lift up to 75 pounds
- Physically able to perform heavy work on a daily basis
- Ability to work at heights to 40 feet
- Work in confined spaces and/or stand for extended periods of time
- Amount of sitting, standing and walking may vary depending on projects/tasks. Generally, the job requires 20% sitting, 40% walking, and 40% standing.
- The usual and customary methods of performing the job's functions require the following physical demands: the employee frequently will stand and walk and use hands for repetitive grasping and significant fine finger dexterity, often assembling very small objects. The employee is frequently required to sit, bend at neck and back, twist body, use hands to push/pull and lift/carry, squat, kneel, stoop, crouch, knee stand, crawl, climb stairs or ladders, reach overhead, and lift overhead.

REQUIRED QUALIFICATIONS

- Must have a high school diploma or equivalent and related work experience
- Must have:
 - a. welding certificate, or
 - b. completion of welder apprenticeship, or
 - c. completed course at welder training school
- Asbestos worker certification or ability to obtain
- Broad experience and aptitude in general maintenance and mechanics
- Must have and maintain a valid Washington State Drivers License
- Must have or be able to obtain a Fork-lift Operators License

TERMS OF EMPLOYMENT

- Maintenance Classification on Public School Employees of Cheney Salary Schedule
- Year-round position: 260 days; 8 hours per day

CLEARANCES

WSP/FBI criminal history background clearance

EVALUATION

The employee shall be evaluated per the terms of the Public School Employees (PSE) Collective Bargaining Agreement by the building principal, department director, or designee. The process shall include an evaluation of the employee's performance of the above Duties and Responsibilities and Knowledge, Skills and Abilities.

CONTINUING EDUCATION/TRAINING

- Must complete school safety training within thirty (30) calendar days from hire date and annually thereafter
- Must acquire and maintain CPR/First Aid card within sixty (60) calendar days from hire date and as scheduled thereafter
- Attend designated trainings as specified by supervisor and/or department director in order to maintain knowledge/skills
- Submit current/renewed licenses to Human Resources upon attaining

HISTORY

Job description and format updated: December 2022

Cheney Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, economic status, pregnancy, familial status, marital status, disability, or the use of a trained guide dog or service animal, and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions: Title IX/Chapter 28A.640 Officer/Civil Rights Compliance Coordinator/ADA Coordinator - Tom Arlt, Assistant Superintendent, Cheney School District, 12414 S. Andrus Rd. Cheney, WA 99004 Phone: (509) 559-4550; Section 504 Coordinator - Franklin Day, Director of Student Support Services, Cheney School District, 12414 S. Andrus Rd., Cheney, WA 99004 Phone: (509) 559-4507.

EQUAL OPPORTUNITY EMPLOYER