
POSITION DESCRIPTION

Maintenance Worker

General Definition of Work

Performs semiskilled work. Works with the head maintenance and other maintenance personnel for building and facility structural repair, and mechanical repairs, and related work as apparent or assigned. Work is performed under the limited supervision of the Head Maintenance. Position oversees work crew or team including

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Repairs or replaces building equipment such as plumbing, equipment (such as sports equipment, kitchen equipment, mechanical equipment, mechanical controls, facility structures, cabinetry, and building construction components), and electrical fixtures. Changes light bulbs, lamps, and ballasts.
- Removes snow and sands/salts icy areas around building and parking lot.
- Welds and brazes as needed or directed.
- Plans, organizes and lays out assigned skilled tasks. Efficiently complete tasks, including oversight of personnel assigned to assist.
- Assists with HVAC air quality equipment repair and maintenance.
- Ability to read blue prints, read and decipher maintenance manuals, test equipment, meters and gauges related to building maintenance requirements and keep accurate records of all district equipment and facility designs.
- Must have knowledge in the use of hand and power tools used to perform various carpenter task, and assume responsibility for the safe usage, proper care, and maintenance of tools and equipment.
- Maintain efficient and safe work habits without close supervision. Ability and willingness to adjust work schedules as needed to complete assigned tasks, in cooperation with Maintenance Supervisor. Provide service on an "on call" basis as required.
- Maintain a positive, professional attitude towards co-worker, faculty, students, and management.
- Exercise safe work practices.
- Regular and reliable attendance is required.
- The above is not all-inclusive of duties and responsibilities that may be assigned, but is typical. The employee must perform other duties as assigned that are similar in nature and requiring the same skill level and capabilities. Situations may require assignments other than normal duties.

Knowledge, Skills and Abilities

- General skills and experience, physical ability/stamina, and expertise in light and heavy manual work associated with building and grounds repair, carpentry, and maintenance.
- Some skills in organizing ideas and presenting them with clarity and conciseness, establishing and maintaining working relationships based on mutual confidence and respect and in identifying problem and their resolutions.
- Generally demonstrates sound judgment, social competency, adaptability, self-confidence, emotional maturity, initiative, enthusiasm, resourcefulness, as well as dedication to duty.
- Willingness and ability to complete additional training to improve maintenance and carpentry techniques.
- Ability to work in extreme heat or cold conditions, including rain and snow.

Education and Experience

High school diploma or GED and minimal experience (electrical experience preferred), or equivalent combination of education and experience.

Special Requirements

Boiler training helpful

Plumbing experience preferred

Journeyman License preferred

Valid driver's license in the State of Wisconsin.

Welding training helpful

Basic computer skills

High degree of mechanical aptitude. Have knowledge of the operations, maintenance, and repair of equipment and other apparatus commonly used in the office and institutional facilities.

Knowledge of occupational hazards and safe work practices, in the maintenance and use of building mechanical systems.

Physical Requirements

This work requires the frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires using hands to finger, handle or feel, reaching with hands and arms and pushing or pulling, frequently requires standing, stooping, kneeling, crouching or crawling and lifting and occasionally requires speaking or hearing and climbing or balancing; no special vision is required; no special vocal communication skills are required; hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires visual inspection involving small defects and/or small parts, operating machines and observing general surroundings and activities.

Environmental Conditions

This work frequently requires exposure to fumes or airborne particles and exposure to the risk of electrical shock and occasionally requires working near moving mechanical parts, working in high, precarious places, exposure to toxic or caustic chemicals and exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office,

The Board does not discriminate in the employment staff on the basis of race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, sex stereotypes, sex characteristic or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service, ancestry, arrest record, conviction record, (as defined in 111.32, Wis Stats.), use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities including employment opportunities.

Custodial Staff Compensation Plan

Building and Grounds

FLSA Status: Non-Exempt

Last Revised: 1/2022

Stevens Point School District, Stevens Point, Wisconsin