

Richmond County Schools

Dr. Joe Ferrell, Superintendent 118 Vance Street, Hamlet, North Carolina 28345 Phone: 910-582-5860

<u>POSITION:</u> GENERAL MAINTENANCE/ GROUND TECHNICIAN

REPORTS TO: Director of Maintenance

JOB DESCRIPTION:

The General Maintenance/Grounds Technician for Richmond County Schools plays a vital role in ensuring the safety, functionality, and appearance of all district facilities and grounds. Under the supervision of the Director of Maintenance, this position is responsible for performing a wide range of skilled and routine maintenance tasks, including general repairs, groundskeeping, and support services across school campuses and administrative buildings. This technician ensures that all facilities are maintained in a clean, safe, and operational condition, supporting the districts mission to provide high-quality learning environment for students and staff. This role requires a working knowledge of multiple trades, the ability to operate various tools and equipment, and a commitment to safety and teamwork.

QUALIFICATIONS:

- ➤ High School diploma or GED required
- Previous general maintenance experience preferred
- Must be willing to attend training and take necessary exam to obtain a pesticide license from the North Department of Agriculture & Consumer Science training
- Must possess a valid North Carolina driver's license with acceptable driving record.

ESSENTIAL JOB FUNCTIONS:

- > Perform painting tasks including surface preparation and application using various methods
- > Complete general installation tasks such as hanging dispensers, banners, and pictures

- ➤ Conduct basic masonry and concrete repairs on buildings and grounds
- Maintain school grounds by mowing, trimming, edging, and repairing outdoor areas
- ➤ Assist with herbicide application and maintain required usage records
- > Deliver custodial supplies and equipment to school locations as needed
- > Transport surplus materials, equipment, and furniture between sites
- > Perform minor repairs on custodial and lawn equipment
- > Inspect and clean roofs and gutters to ensure proper drainage and safety
- > Coordinate grounds maintenance activities with other staff and departments
- > Support other maintenance staff in completing work orders and projects
- Respond to after-hours maintenance emergencies as require
- Accept and complete additional assignments from supervisors as needed

WORKING ENVIRONMENT:

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Work in this classification is considered light physical work requiring the exertion of up to 20 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects. Generally, the job requires sitting, walking, and standing. This job is performed in a generally clean and healthy environment.

Employment will require extensive background check.