

OLEAN CITY SCHOOL DISTRICT
410 West Sullivan Street • Olean, New York 14760
<http://www.oleanschools.org>

General Information (716) 375-8000
Fax (716) 375-8047



JOB DESCRIPTION

Maintenance Worker (Non-Competitive)

QUALIFICATIONS:

1. Graduation from high school or possession of a high school equivalency diploma.
2. One year experience as a laborer in one or more of the mechanical or construction trades.
3. Possession of a valid New York State Driver's License appropriate to the vehicle operated.

RESPONSIBLE TO: Director of Facilities II

JOB GOAL: To perform a variety of semi-skilled mechanical, construction, maintenance, cleaning, and tasks or other related work as required.

GENERAL RESPONSIBILITIES:

- A. To perform semi-skilled work in masonry, carpentry, electrical or painting operations.
- B. To perform the installation and repair of wiring systems and electric fixtures and equipment.
- C. To repair windows, doors, floors, walls, and other parts of buildings.
- D. To perform the installation and repair of plumbing equipment such as sinks, toilets, and etc.
- E. To perform the cleaning and repairing of boilers, pumps, heaters (HVAC), pipe lines, valves, and traps.
- F. To repair, rebuild and refinish recreation equipment.
- G. To care for athletic and recreation fields along with general ground maintenance activities.
- H. To operate trucks with plowing capability and other motorized equipment.
- I. To accomplish other general maintenance tasks.
- J. To have the ability to follow oral and written directions and communicate well with others.
- K. Other duties as assigned by the Director of Facilities II.



TERMS OF EMPLOYMENT:

Twelve month year; salary and work year established by Board of Education

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on "Evaluation of Civil Service Personnel".

Approved by: _____

Date: _____

Reviewed and agreed to by: _____

Date: _____

