
MAINTENANCE WORKER

Job Title: Maintenance Worker

Qualifications:

- a. High school diploma or equivalent
- b. Criminal History Record Check (CHRC)
- c. Demonstrated aptitude or competence for assigned responsibilities
- d. Knowledge of OSHA safety requirements
- e. Sound experience with basic hand tools and power tools
- f. Experience with operating and maintaining equipment including outdoor power equipment, plumbing, electrical and HVAC

Reports to: Facilities director and business manager

Job Goal: To help maintain the physical school plant in condition of operating excellence so that full educational use of it may be made at all times

Essential Functions:

- a. Ability to read, reason, and understand policies and procedures and related information, and to follow verbal or demonstrated instruction
- b. Physical ability to perform all necessary upper and lower body movement. Employment physical and back screening required at time of hire and at other times per the discretion of the facilities director or business manager
- c. Ability to do reaching, eye-hand coordination, stooping, climbing ladders and lifting of 50 pounds on a regular basis, occasionally more
- e. Ability to use different chemicals
- f. Ability to read and understand blueprints and specifications
- g. Ability to write messages and to perform basic mathematics
- h. Ability to communicate using computer and email account
- i. Demonstrate the ability to communicate effectively
- j. Maintain safe condition of district facilities as directed by the facilities director
- k. Perform regular preventative maintenance on equipment including, but not limited to, lawn and field maintenance equipment, generator, HVAC equipment and boilers as directed by the facilities director
- l. Supervise repair work performed by outside contractors as directed by the facilities director
- m. Recommend supplies and equipment for purchase and maintains the inventory of district-owned hand tools, equipment, hardware, materials and supplies
- n. Estimate costs of repairs as directed by the facilities director
- o. Perform such other duties and responsibilities as may be assigned by the facilities director or business manager
- p. Maintain confidentiality about all aspects of employees, students and personnel written and verbal records
- q. Demonstrate respect for the legal and human rights of students and staff

- r. Follow health and safety procedures established by the district
- s. Arrive and depart punctually, notifying appropriate personnel about absences and coverage
- t. Demonstrate dependability, integrity, and loyalty when representing RSU 40

Terms of Employment: As determined by the current Collective Bargaining Agreement between the RSU 40 Board of Directors and the Medomak Valley Education Association

Evaluation: Performance of this job will be evaluated annually by the facilities director in accordance with policy.

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The responsibilities are representative of the knowledge, skills, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.