

CENTRAL SCHOOL DISTRICT

Job Title: Maintenance Worker II

**Occupational Group: Maintenance
& Operations**

Reports to: Director of Maintenance & Operations

Pay Range: 32

Date of Board Approval: 7/18/2021

Work Year: 12 months

DEFINITION

Under supervision of Director of Maintenance and Operations, perform semiskilled and skilled construction, maintenance, repair functions and activities in one or more maintenance trade areas including, but not limited to electrical, plumbing, carpentry, locksmith, painting and welding; and to do other related work as required.

QUALIFICATIONS

Education/Certification:

- High school diploma or equivalent.
- Valid and appropriate California Driver's License and safe driving record.
- Insurability by the District's liability insurance carrier.
- Must obtain within six (6) months of employment first aid certification including CPR training and keep both current.
- Department of Justice Clearance.
- Current TB test with screening every four years to remain up to date.

Desired Experience:

- At least two years of apprentice-level experience as a worker in one or more of the construction or building trades.

Knowledge and Abilities:

Knowledge of:

Basic methods, techniques, materials, tools and equipment used in maintenance repair and construction; laws and regulations related to assigned areas of maintenance and repair; proper lifting techniques; safe working methods and procedures; district policies and procedures; basic English usage; basic mathematical concepts; basic computer operations.

Ability to:

Skillfully use a variety of tools and equipment utilized in one or more of the basic maintenance trades; work from blueprints, shop drawings and sketches; estimate labor and material cost; perform moderately heavy manual activities; operate equipment safely; meet schedules and timelines; read, interpret and follow rules, regulations, policies and procedures; understand and carry out oral and written directions: problem solve, be flexible and adjust assignments on short notice; establish and maintain cooperative working relationships with those contacted in the course of the workday including staff, students and parents; work independently with intermittent supervision; provide positive customer service.

ESSENTIAL & REPRESENTATIVE DUTIES – No one position will necessarily include all of these duties nor is any one position limited to any one or more of these duties:

1. Perform semiskilled and skilled maintenance, repair and construction work in the various maintenance trades. E
2. Construct, install and/or maintain roofs, furniture, fences, playground equipment, cabinets, shelving, whiteboards, bulletin boards and partitions. E

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3. Maintain and repair gas, water and electrical lines. E
4. Repair and replace carpet, floor and ceiling tile. E
5. Monitor, maintain and repair heating, ventilating and cooling systems. E
6. Adjust, repair, install and maintain electrical equipment, appliances and lighting. E
7. Apply paint or other protective or decorative finish to a variety of surfaces. E
8. Graffiti removal and mold abatement. E
9. Installs and makes emergency repairs and adjustments to plumbing fixtures and equipment including pipes, washers and gaskets, faucets, floats and valves.
10. Repair and maintain a variety of locking systems. E
11. Install, replace or repair doors, windows and/or hardware. E
12. Meet deadlines and maintain a variety record. E
13. Repair and maintain a variety of clock, bell, alarm and video security systems. E
14. Skillfully use a variety of tools and machines. E
15. Operate equipment including trucks, tractors or other motorized equipment. E
16. Perform custodial or grounds maintenance tasks as required.
17. Assist in the moving and arranging of furniture and variety of equipment.
18. May perform minor new construction.
19. Cleans and maintains rain gutters.
20. Lock and unlock gates, doors, secure buildings and grounds; may need to set alarm systems. E
21. Monitors and responds to District radio communications network. E
22. Report, respond and assist with emergency and safety issues and concerns. E
23. Promptly complete and remain compliant with mandated trainings. E

WORKING CONDITIONS

Employee may perform duties at various district site locations, indoor and outdoor environment, and inclement weather; requiring heavy lifting, bending, carrying, pushing and pulling of objects; employee may be exposed to communicable diseases, blood borne pathogens exposure or fumes from chemicals and other materials; subject to pests and insects; potential hazards of anti-social behavior.

PRE-EMPLOYMENT PHYSICAL EXAMINATION

This position is subject to Board Policy 4112.4, which requires persons who are offered employment in certain classified positions to submit to pre-employment physical examinations.

PHYSICAL ABILITIES

Performing the duties of this job, employees are required to see, talk, walk, listen, sit, stand, bend, reach, push, pull, reach overhead, kneel, squat, climb stairs and climb ladders; employee must be able to carry up to 50 pounds without assistance, and over 50 pounds with assistance. Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions.

PROFESSIONAL EXPECTATIONS:

1. Be responsible and adhere to appropriate technology use, upholding conscientious, sound judgment when using social media.
2. Wear appropriate and safe attire.
3. Maintain consistent, punctual and regular attendance.