



Building Maintenance Technician, 1pm-9pm

SUMMARY

Keep buildings in a clean and orderly condition. Set up and breakdown of large school wide events and other gatherings. Perform heavy cleaning duties such as cleaning floors, shampooing rugs, washing walls and glass, and removing rubbish. Duties will include performing routine maintenance activities and troubleshooting and fixing an array of issues in a busy building. Specific tasks pertaining to individual experience and licensure such as Electrical, Carpentry or Plumbing. Landscape and maintenance of grounds using hand and power tools or equipment. Workers typically perform a variety of tasks, which may include weeding, mowing, trimming, planting, watering, digging, raking, prepping fields for game play and snow removal. Other duties assigned at the discretion of the Director.

PRIMARY RESPONSIBILITIES

- Cleans building floors by sweeping, mopping, scrubbing, or vacuuming.
- Gathers and empties trash.
- Cleans windows, glass, and mirrors.
- Services, cleans, and supplies restrooms.
- Dusts furniture, walls.
- Cleans and polishes furniture and fixtures.
- Strips, seals, finishes floors.
- Set up arrange and remove tables, chairs, and decorations related to events and meetings.
- Paints and patches drywall.
- Performs preventative maintenance.
- Operates hand tools, hedge and brush trimmers.
- Operates power equipment, mowers, line trimmers, chain saws, pruners, snowblower.
- Prunes and trims trees, shrubs, and hedges.
- Cares for established lawns, and trims sidewalks, fences, walls, and flower beds.
- Provides upkeep of sidewalks and driveways.
- Shovels snow, uses spreaders to apply ice melt.
- Performs routine equipment maintenance.

QUALIFICATIONS

- Reading comprehension required for written instructions, safety manuals, etc.
- Ability to listen to and comprehend verbal directions.
- Ability to select appropriate tools or equipment to safely perform a task.
- Arm and hand steadiness, manual dexterity.
- Ability to perform a variety of labor-oriented tasks and essential functions.
- Ability to spend up to an entire shift standing or walking.
- Ability to lift items weighing up to 50lbs regularly.
- Ability to kneel, crawl, stretch, bend, climb up to 50% of work time.

WORKING CONDITIONS

- Position requires both indoor and outdoor duties year-round, including working periods of extreme weather.
- Position may require overtime or work off regularly scheduled hours.