

LOCAL DISTRICT CLASSIFICATION PLAN

CLASS TITLE: MAINTENANCE TECHNICIAN I/GROUNDS WORKER

BASIC FUNCTION:

Perform skilled maintenance, repair and construction of District buildings and equipment in one or more craft or trade; assist other trades personnel as needed; operate ground related equipment to perform working construction and landscaping; and perform advanced grounds maintenance duties.

DISTINGUISHING CHARACTERISTICS:

The Maintenance Technician I class performs skilled crafts work in one or more specialties such as painting, glazing and plastering; and operates grounds equipment and landscape duties. The Maintenance Technician II class performs skilled crafts work in one or more specialties such as carpentry, locksmith, mason, roofing, and audiovisual repair and may lead other maintenance workers. The Maintenance Technician III class performs advanced skilled crafts work in one or more specialties such as electrical, plumbing, HVAC, steam fitter, electrical motor repair, welding, engine rebuilding and may lead other Maintenance Workers and Technicians. The Maintenance Technician IV class performs advanced skilled crafts work in one or more specialties such as computer repair, electronic repair, energy system repair and telecommunications repair and may lead other Maintenance Workers and Technicians.

REPRESENTATIVE DUTIES:

- Perform a variety of maintenance and repair work independently as instructed or assist other skilled trade personnel to maintain school buildings, facilities and grounds in proper condition.
- Perform a variety of building maintenance duties including repairing carpeting, drapes, plaster and drywall, repairing or replacing air vents, screens, barriers, skylights and lockers, replacing ceramic, ceiling and floor tile and performing minor or emergency roof repairs; remove and board broken windows.
- Maintain grounds, facilities and equipment including installing and repairing wire fences, mesh wires, signs and playground equipment.
- Repair, assemble, install and assist in the construction of doors, partitions, furniture, counters, bulletin boards, chalk boards, shelving and other items; set up for special events; move furniture.
- Perform cement work such as mixing, pouring and finishing cement; patch asphalt and cement; lay and repair asphalt.
- Prepare surfaces for painting; apply finishes and coverings using brushes, rollers, spray equipment and cutters as necessary.
- Perform routine maintenance and repairs on doorknobs, locks, hinges, closures, strike plates and panic bars.
- Maintain routine records related to maintenance activities.

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- Operate a variety of equipment and machines such as trucks, saws, drills, sanders, pipe threaders, welding equipment and other hand and power tools; operate a forklift as required.
- Operate back hoe, roller, forklift, dump truck, concrete grinder, drills, snow and ice removal equipment, farm tractors, jack hammer and other related heavy equipment for grounds construction, maintenance and landscaping.
- Assist in general maintenance of buildings and grounds, trash removal, emergency clean up, graffiti removal and flagpole installation.
- Perform grounds maintenance duties such as mowing, trimming, sod applications, stump, tree and shrub removal as required.
- Deliver materials such as custodian supplies, salt, sand and gravel, school equipment and furniture.
- Maintain and repair mowing equipment.
- Police parking lots and playground areas.
- Repair and maintain fences for district-wide facilities.
- Assist in moving heavy equipment and portables.
- Maintain routine records as directed.
- Oversee and participate in playground equipment installations; maintain existing playground equipment; transport playground equipment as needed.
- Assist in snow and ice removal.
- Repair, grade and resurface walks and driveways.
- Perform related duties as assigned.

KNOWLEDGE OF:

- Methods, equipment and materials used in maintenance and repair work.
- Basic shop math.
- Appropriate safety precautions and procedures.
- Basic record-keeping techniques.

ABILITY TO:

- Operate grounds-related equipment to perform grounds construction and landscaping.
- Perform semi-skilled to skilled maintenance work independently as instructed or assist skilled maintenance trades personnel.
- Operate a variety of maintenance equipment and machines including hand and power tools.
- Understand and follow oral and written directions.
- Lift heavy objects.
- Communicate effectively with others.
- Maintain routine records.
- Observe legal and defensive driving practices.
- Work cooperatively with others.

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EDUCATION AND EXPERIENCE:

Any combination equivalent to: high school diploma, G.E.D. Certificate or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law and two years general maintenance experience.

LICENSES AND OTHER REQUIREMENTS:

Valid Kentucky driver's license.

Board Policy 03.21:

Anyone seeking employment with the District on or after July 8, 1996 shall hold a GED or high school diploma before being considered for that position.

Adopted: 06/16/03