

**EASTERN UPPER PENINSULA INTERMEDIATE SCHOOL DISTRICT
JOB DESCRIPTION**

Maintenance Worker

Reports to: Superintendent or designee

Purpose of Position: Responsible to maintain all district facility/grounds to ensure a productive and safe environment and make all recommendations to the superintendent or designee.

Period of Employment: 12-month position, 245 days per year, 8 hours per day, schedule to be flexible, plus 15 non-contract days

Minimum Qualifications:

- High School diploma or equivalent with five years of maintenance experience preferred
- Knowledge of the materials, methods, equipment, and practices used in cleaning and minor repair operations
- Must be able to lift 50lbs., and or carry 40 lbs., push, and pull heavy objects or materials
- Must be able to be dependable, conscientious, and able to work independently
- Ability to stand for long periods, kneel, climb, stoop, reach and walk frequently
- Ability to speak, read, and write at a level of proficiency that permits
- Demonstrated mechanical ability
- Show pride in work
- Ability to operate equipment and machinery as required
- Must have regular and reliable attendance
- Must have a valid driver's license

Duties and Responsibilities:

- Perform preventative and general maintenance and repairs for assigned equipment and facilities including plumbing, electrical, basic carpentry, heating and cooling, and other building systems
- Maintain equipment pertinent to the custodial team in an orderly and satisfactory working condition
- Completes grounds keeping such as shoveling, snow blowing, grass cutting and trimming, and landscaping
- Snow removal as needed such as but not limited to parking area, entranceways, sidewalks and steps
- Painting of building walls, changing light bulbs
- Oversee the functionality of safety systems and HVAC systems
- Provide direction to the custodian regarding daily assignments
- Keep supervisor of needed repairs or projects
- Remain free of substance abuse and/or illegal drug use at all times
- Perform other duties as assigned

Wages and Fringes:

As established by the EUPISD Board of Education

Evaluation:

Annually, by Superintendent or designee

10/2022