



**Employer:** Terrell County ISD – Sanderson Schools

**Date Posted:** March 24, 2017

**Contact:** Amanda Magallan – 432-345-2515

**Employment Type:** As Needed - Can work up to 3 days a week.

**Application Deadline:** Continuous

**How To Apply:** Stop by the Jr / Sr High Administration Office and ask for an application

**Job Description for:** Maintenance Worker Substitute

## **JOB SUMMARY**

Under general supervision, to perform general maintenance work in the alteration, repair, construction and upkeep of school buildings, grounds, facilities and miscellaneous equipment; have general knowledge of other trade areas; assist in all maintenance trade areas.

## **QUALIFICATIONS**

### **a. Required:**

1. High school graduation or its equivalent.
2. Possess appropriate Texas driver's license and qualify for insurability by the district's authorized insurance carrier.
4. Knowledge of basic methods, materials and equipment used in maintenance trades; building plans and blueprints; safe work methods, practices and procedures.
5. Ability to do general maintenance work; use the tools and equipment necessary in the repair of equipment and facilities; use a variety of hand and power tools, machines and equipment utilized in the building trades; maintain records and prepare reports as required; understand and carry out oral and written instructions; establish and maintain effective working relationships.

### **B. Desirable:**

1. Knowledge of the operation, care, maintenance and safe use of motorized maintenance equipment; such as lawn mowers and weed eaters.
2. Ability to plan and lay out work,

## **ESSENTIAL FUNCTIONS** (Essential functions of each trade and skill levels attached)

1. Plan and lay out assigned tasks.
2. Operate various power tools,
3. Observe health and safety precautions.
4. Work from verbal instructions, sketches, and work orders.
5. Maintain and care for tools, equipment and machinery in good working condition.
6. Keep time, labor and material records.
8. Service maintenance equipment and make minor adjustments and repairs.
9. Perform a variety of preventative maintenance functions.
10. Assist in other maintenance areas.
11. Perform other duties as required.

## **PHYSICAL REQUIREMENTS**

1. Ability to lift/carry up to 50 pounds on a regular basis and up to 80 pounds occasionally.
2. Ability to stand for extended periods of time.
3. Ability to stand and circulate for extended periods of time.
4. Ability to discern colors.
5. Ability to work off the ground using ladders, scaffolds and/or mechanical lifts.
6. Ability to reach in all directions.
7. Ability to bend, twist, kneel, stoop and crawl.
8. Ability to communicate so others will clearly understand.
9. Ability to ascend and descend steps and ladders.
10. Facility to see and read, with or without vision aids.
11. Physical dexterity in limbs and digits to operate hand and power tools and equipment commonly used in work.
12. Ability to work in enclosed areas.
13. Ability to sit for extended periods of time.

NOTE: This list of essential functions and of physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

## **SUPERVISION**

Under the general supervision of the Supervisor of Maintenance.