



JACKSON SCHOOL DISTRICT

Jackson, New Jersey

TITLE: **MAINTENANCE WORKER**

- QUALIFICATIONS:**
1. High School Diploma or GED
 2. Be clean and neat in appearance
 3. Ability to operate all required power tools and or equipment.
 4. Basic computer knowledge
 5. Ability to read blueprints
 6. Possess a valid New Jersey Driver's License
 7. Proficient in two (2) of the following trades with a working knowledge of the remainder:
 - a. Air Conditioning and Heating
 - b. Carpentry
 - c. Masonry
 - d. Electrical (including controls)
 - e. Painting
 - f. Plumbing
 - g. Glazing
 - h. Floor tiling
 - i. Roofing
 8. Required criminal history background check and proof of U.S. Citizenship or legal resident alien status.

REPORTS TO: Directly responsible to Facilities Director/Supervisor

ESSENTIAL JOB FUNCTIONS:

1. Directly responsible to Facilities Director/Supervisor.
2. Shall be employed on a twelve (12) month basis with work day as determined by Facilities Director/Supervisor.
3. Shall perform all duties in accordance with the negotiated agreement between the Board of Education and Teamsters Local No. 97.
4. Shall perform all duties in the most efficient manner possible and cooperate with any/all Facilities Director/Supervisors and the co-workers in the interest of the school system.
5. Shall wear uniform provided by the Board of Education.
6. Physically move and twist to complete normal daily responsibilities.
7. Ability to stand, sit and walk for long periods of time.
8. Ability to operate all required power tools and equipment.
9. Ability to assist with snow removal as necessary.
10. Ability to lift 75 pounds at least 20% of the time, bend, lift, squat, crawl, perform repetitive motions, climb stairs and ladder, work at heights, shovel, work in the elements, stand for long periods of time, and work and handle a hand truck.
11. Shall perform duties assigned by Facilities Director/Supervisor such as, but not limited to:
 - a. Maintenance of air conditioning and heating apparatus
 - b. Carpentry
 - c. Masonry
 - d. Electrical (including controls)
 - e. Painting
 - f. Plumbing
 - g. Tiling
 - h. Lay out job assigned and complete same in a professional manner
12. Perform any other tasks assigned by Facilities Director/Supervisor including working with departments within the Facilities Department.
13. Perform any other tasks assigned by any Facilities Director/Supervisor or designee where circumstances prevent assignment through the chain of command described herein.

**TERMS OF
EMPLOYMENT:**

Salary and work year to be determined by the board.

EVALUATION: Performance of this job will be evaluated in accordance with state law and provisions of the board's policy on evaluation of non-certified staff.

APPROVED BY: Board Agenda DATE: 4/24/12

REVISED: 1/21/2014