

WINOOSKI SCHOOL DISTRICT
Job Description

Job Title: Maintenance Worker

Date Approved/Updated: June 10, 2009

Location:

Job Group: Support Staff, Union

Reports To (Position Name): Maintenance Supervisor

Summary of Position Responsibilities: To maintain the physical school plant and grounds in a condition of operating excellence so that full educational use of them may be made at all times.

Essential Duties and Responsibilities:

1. Daily inspects the parking lot, walkways, lawn area and play fields as one reports or leaves work for broken glass, rubbish or items that need repair. Reports all problems to the Maintenance Supervisor.
2. Maintain lawns, shrubs and gardens as directed.
3. Maintain and line fields for athletic contests.
4. Periodically inspects playground, outside bleachers, and fitness trail equipment and properly records inspection.
5. Marks pavement as directed.
6. Installs and/or repairs signs, fences and bike racks as directed.
7. Keeps doorways clear of snow and properly salted or sanded as necessary.
8. Clears drainage ditches, swales and surface drains as necessary.
9. Properly maintains all maintenance equipment.
10. Completes painting projects and other special projects as directed.
11. Performs maintenance and repair work, maintaining a high standard of safety and efficiency of the buildings and grounds.
12. Keeps the maintenance shop area clean.
13. Other as directed by the Maintenance Supervisor.

The information contained in this job description is for compliance with the Americans With Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual(s) currently holding this position and additional duties may be assigned. The Board reserves the right to waive the essential requirements contained in this job description.

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Supervisory Responsibilities:

Supervisory Responsibilities include:

Qualification Requirements:

The requirements listed below are typical of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: High school diploma or equivalent.

Certificates, Licenses, Registrations: Must possess a valid State of Vermont Driver's License.

Language Skills:

Mathematical Skills:

Reasoning Ability:

Other Skills and Abilities: Appropriate prior maintenance experience and physically capable of doing the work required.

Physical Demands:

The physical demands are typical of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Indicate with the following designations O=occasionally F=frequently or C=constantly for each essential function of the job. Leave blank if it is not essential to the job:

- F Standing C Walking O Sitting C Lifting F Carrying F Pushing
 O Pulling O Climbing F Balancing F Stooping O Kneeling O Crawling
 O Crouching F Reaching C Handling C Fingering O Feeling F Talking
 C Hearing F Far Vision C Near Vision F Color Vision F Depth Perception C Repetitive Motion
 C Eye/Hand/Foot Coordination

Physical Effort: Please indicate on the continuum the requirements of this position:

Sedentary Work	Light Work	Medium Work	Heavy Work	Very Heavy Work XX
Lifts up to 30 lbs Walks/stands occasionally	Frequently lifts up to 10 lbs. Frequently walks/stands.	Frequently lift/carry up to 25 lbs.	Frequently lift/carry up to 50 lbs.	Frequently lift/carry up to 50 lbs or more.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Indicate with the following designations N=Never O=occasionally F=frequently or C=constantly for each essential function of the job:

- C Exposure to weather D Extreme heat O Extreme cold F Noise F Dust, vapors, fumes
 O Time constraints F Public contact F Deadlines O Travel F Inside work

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Terms of Employment: Salary and work year to be established by the Board.

Compensation:

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Services Personnel

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