

# NORTH KITSAP SCHOOL DISTRICT JOB DESCRIPTION

## General Maintenance

### Purpose of the Job

Assist the district's journeypersons in the accomplishment of maintenance work.

### Essential Job Functions

Clean and service heating systems.

1. Preventive maintenance on district equipment.
2. Assist in the repair of drains, catch basins, and other plumbing concerns.
3. Assist in light carpentry projects.
4. Assist in other district projects (electrical, glazing, etc.) which may include heavy lifting of up to 100 lbs.
5. Safe operation of power tools and equipment.
6. Other duties as assigned.

### Qualifications:

#### **Education & Experience:**

1. Experience in building maintenance.

#### **Knowledge Skills & Abilities:**

1. Ability to communicate effectively.
2. Ability to work constructively within a diverse environment which includes district maintenance staff, administrators, teachers, and students.
3. Physical capabilities to accomplish assigned tasks.

#### **Licenses, Certificates & Special Requirements:**

Possess valid Washington State driver's license.

CFC Certification (Class II or higher) desired

#### **Reporting Relationship:**

Reports to the Director of Maintenance & Operations or his designee.

#### **Conditions of work:**

#### **Union Affiliation:**

SEIU

#### **FLSA Status:**

Non-exempt

#### **Wage Range:**

SEIU Wage Schedule

#### **Job #**

SEIU # M124

#### **Job History:**

Created 4/15/04

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Immediate Supervisor

Date

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Director of Human Resources      Date

*This job description is not an employment agreement or contract. District management reserves the right to change this job description at any time without notice.*