

**Job Title:** Maintenance Worker

**FLSA Exemption Status:** Non-Exempt

**Term:** 260/261 days

**Minimum Qualifications:**

1. High school diploma or equivalency;
2. At least one (1) year of experience so that with appropriate training, service may be provided in the specific role for which employed; and
3. Meet health and physical requirements.

**Job Objectives/Goals:**

To help maintain the equipment and buildings in a condition of operating excellence so that full use of them may be made at all times.

**Responsibilities and Essential Functions:**

1. Inspect buildings and machinery for defects;
2. Repair and maintain machinery, plumbing, physical structures, and electrical wiring fixtures in accordance with building codes;
3. Install electrical equipment and repair or replace wiring and fixtures;
4. Perform air conditioning and refrigeration repairs;
5. Perform preventive maintenance to buildings and equipment;
6. Paint walls, floors, woodwork, and building fixtures;
7. Remove and install carpet, vinyl composition tile, and drop ceilings;
8. Care for the tools, equipment, and material under their supervision, seeing that they are stored properly, clean and in good condition;
9. Know and follow all safety rules and proper procedures associated with the responsibilities of the job; and
10. Perform other work-related duties as assigned.

**Skills and Abilities Required:**

Specific capacities and abilities may be required of an individual in order to adequately learn or perform a task or job duty.

1. **Intelligence:** The ability to understand instructions and underlying principles. Ability to reason and make judgments.
2. **Spatial:** Ability to comprehend forms in space and understand relationships of plane and solid objects.
3. **Form Perception:** To make visual comparisons and discriminations and see slight differences in shapes and shadings.
4. **Manual Dexterity:** Ability to move hands easily and manipulate small objects with the fingers.

**Physical Demands:**

This job may require lifting of objects that exceed fifty (50) pounds, with frequent lifting and/or carrying of objects weighing up to twenty-five (25) pounds. Other physical demands that may be required are as follows:

1. Lifting, carrying, pushing and/or pulling
2. Climbing and/or balancing
3. Stooping, kneeling and/or crawling

4. Reaching
5. Talking
6. Hearing
7. Seeing

**Reports To:** Maintenance Director

**Disclaimer:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees in this job.

