

LACEY TOWNSHIP SCHOOL DISTRICT

Maintenance Worker

JOB TITLE: Maintenance Worker

REPORTS TO: Head Building Maintenance Worker

JOB GOAL: To provide students and staff with a physical environment that is healthy, safe and efficiently operated.

QUALIFICATIONS:

1. High School graduate
2. Black Seal license
3. Previous maintenance experience required
4. Ability to read blueprints
5. Technical knowledge ability and experience with all of the following: plumbing, HVAC, boilers, electrical
6. Required criminal history check and proof of U.S. citizenship or resident alien status

RESPONSIBILITIES:

1. Maintain and repair all mechanical, plumbing and heating equipment in the district.
2. Attain an "in depth" knowledge of all building operating systems.
3. Implements a preventive maintenance program in all buildings in the district.
4. Reports daily to the Head Building Maintenance Worker concerning the status of all maintenance work and special projects.
5. Is available for emergency situations that arise in the maintenance area.
6. Assist in ordering and inventory all equipment and supplies for the Maintenance Department.
7. Perform other duties as assigned by the Head Building Maintenance Worker.

TERMS OF EMPLOYMENT: Twelve month year. Salary to be determined by the Board of Education.

EVALUATION: Performance of this job will be evaluated in accordance with NJ State law and the provisions of the board's policy on evaluations.

Approved by: Lacey Township Board of Education

Revised:

Date Approved: May 18, 2015