



RED BLUFF UNION ELEMENTARY SCHOOL DISTRICT

1755 Airport Blvd. ~ Red Bluff, CA 96080 ~ Bus: (530) 527-7200 ~ Fax: (530) 527-9308
www.rbuesd.org

CLASSIFIED POSTING OPENING ANNOUNCEMENT

**OPENING for MAINTENANCE/GROUNDS #1
DISTRICT WIDE (#469)**

**12 months per year, 4 hours per day
Monday through Friday – 6:00 AM TO 10:00 AM
SALARY Range 22 = \$16.95 to \$21.62**

GENERAL SUMMARY

Under the direction of the of the Maintenance Supervisor and/or Director of Nutrition Services and Facilities, The Maintenance/Grounds #1 will be able to work independently on any low skilled task in all phases of maintenance such as but not limited to the following: electrical, plumbing, assist in HVAC, construction and other jobs as assigned. Must have a high understanding of grounds and able to perform grounds duties at a high level. Must be able to operate tractor, forklift and mowers efficiently. Must be highly motivated and organized.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Maintains confidentiality.
- Maintains and repairs heating and ventilating units and controls, boilers, forced air heaters and related equipment, such as fans, blowers, thermostats, pressure regulators, and valves.
- Oils motors and bearings; changes filters and cooler pads.
- Performs safety tests on equipment.
- Maintains all grounds equipment used in the district.
- Does electrical work involved in installation and adjustment of electrical controls for various types of heating units.
- Replaces switches and ballasts.
- Installs computer wiring and miscellaneous technology equipment.
- Installs and repairs toilets, sinks, drinking fountains, garbage disposals, and other similar plumbing equipment.
- Installs and repairs sprinkling systems; replaces valves.
- Uses arc and acetylene welding equipment in the repair of chairs, tables, athletic and playground equipment.
- Prepares athletic fields for school activities;
- Sprays weeds and planted areas for weed abatement in accordance with Site Parameter Maps (attached).
- Builds, installs, and repairs bookshelves, partitions, cabinets and doors.
- Prepares surfaces for painting.
- Mixes paints; paints a variety of structures, including doors, floors and walls.
- Mows, rakes, edges, weeds, plants and fertilizes designated areas in accordance to Site Parameter Maps.
- May respond to alarm notification.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

- Ability to see and read, with or without vision aids; ability to hear and understand speech at normal levels.
- Ability to communicate so others will clearly understand normal conversation.
- Knowledge of correct English usage, grammar, spelling, punctuation and vocabulary.
- Knowledge of budgeting and methods of cost and material control for projects.
- Ability to establish and maintain cooperative working relationships with those contacted in the course of work.
- Knowledge of general principles, methods, and materials of school building operation and maintenance.
- Knowledge of the methods and materials used in electrical plumbing and mechanical installations in school buildings.
- Ability to prepare reports.
- Ability in prioritizing day to day Maintenance work responsibilities.
- Ability to train staff in work procedures.
- Ability to use energy conservation measures and techniques for practical application in reduction of energy use.
- Ability to establish and maintain effective relationships with school personnel and with the general public.
- Knowledge of principles of project organization, project management and project supervision.

WORKING CONDITIONS

- Primarily indoor working environment subject to a rigorous work schedule including bending, crouching and kneeling, pushing/pulling of equipment and tools, reaching in all directions.
- Light to moderate to heavy physical effort for extended periods of time; frequent sitting or standing for extended periods.
- Moderate to high stress level.

ENVIRONMENTAL CONDITIONS

- Work environment – indoors and outdoors.
- Temperature – usually normal climate, occasional adverse weather and conditions.
- Chemical exposure – fertilizers, herbicides, pesticides, gasoline, oil, solvents, paint, lacquer and varnish.
- Noise/vibrations – frequent: mower, blower, generator, jackhammer and chipper
- Fumes/gases/odors – gasoline, oil, and solvents.
- Dust – frequent: blower, sander and concrete.
- Work surfaces – grass, asphalt, concrete and rough terrain.

JOB PARTICULARS

- Tools/equipment/work aids – gloves, goggles, hearing and face protectors, as necessary.
- All body fluids shall be handled as if infectious. Disposable waterproof gloves are to be worn. After each use, gloves are disposed of in a lined waste container.

CONTACTS

- Daily contact with maintenance and operations department of District staff and school staff.
- Occasional contact with students, parents, contractors/vendors, community members and outside agency personnel.

OCCUPATIONAL CERTIFICATES/LICENSES

- Any combination equivalent to graduation from high school and four years of responsible experience in one or more areas related to maintenance and construction of building facilities.
- 1-2 years of Maintenance or 5 years paid commercial construction experience.
- Possession of a valid class "C" California driver's license.
- Asbestos Hazard Emergency Response Act (AHERA) Certificate; to be provided by district (16 hours of training upon hire and annual refresher as required by law).
- First Aid and CPR certification desirable.

EMPLOYMENT STANDARDS

Dexterity and physical condition to maintain a rigorous work schedule and meet standards of physical and mental health. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.

CLOSING DATE FOR FILING APPLICATIONS

Those interested please submit the following items listed below to Rachel Bentley, HR Coordinator at the RBUESD District Office, 1755 Airport Blvd., Red Bluff, **no later than Thursday, September 10, 2020 by 4:00 pm.** We would like to encourage you to include additional job skills and information that address your qualifications for this position. Please be sure to include your contact information.

1. Interest Letter
2. Resume
3. Classified Application or EdJoin Application

An interview shall be held with all DISTRICT employees who apply and meet the minimum requirements for the position.

AN EQUAL OPPORTUNITY EMPLOYER