

**BAINBRIDGE ISLAND SCHOOL DISTRICT
JOB DESCRIPTION**

MAINTENANCE CRAFTSPERSON

JOB SUMMARY: Under the supervision of the Director of Facilities, Maintenance and Capital Projects and at the direction of the Maintenance Lead, perform general carpentry, electrical, plumbing, heating, ventilation and other maintenance work on school district facilities while adhering to safety guidelines. Within this general framework, specific assignments will vary.

ESSENTIAL JOB FUNCTIONS:

- Perform preventive maintenance on all facilities and equipment.
- Maintain and operate the district energy management system for each individual school and comply with district energy management policies.
- Maintain and repair kitchen and laundry appliances throughout the district.
- Install, maintain, diagnose and repair electrical devices.
- Perform carpentry work to include layout, rough framing and finish woodwork.
- Install, maintain and repair plumbing fixtures and sewer lines, locks, door and window hardware, windows and glazing work, and roofing using various tools and equipment.
- Perform concrete and asphalt work to create and repair streets, sidewalks, handicapped areas, etc.
- Work collaboratively with Capital Projects staff to assure successful project outcomes.
- Respond after normal working hours to emergency call out for fire alarms, life and safety issues, and the prevention of damage to school district property.
- Develop and maintain good working relationships with staff, students, parents and community groups.
- Work collaboratively with Capital Projects staff to assure successful project outcomes.
- Use current safety practices in all building maintenance areas.
- Maintain confidentiality and display ethical behavior.
- Perform other job-related as assigned by the Director.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:

- High school graduate or equivalent.
- Possess a valid driver's license.
- Seven years' experience in multi-faceted facilities maintenance and or skilled construction trade work. (Two years of vocational/technical training may be used as a substitute for two years of experience.)

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SKILLS, KNOWLEDGE AND/OR ABILITIES REQUIRED:

- Demonstrated journeyman level skills in facilities maintenance crafts.
- Demonstrated competence reading complex technical drawings, technical subject matter, instructional manuals and code manuals.
- Demonstrated competence working with a wide variety of power tools and heavy machinery.
- Ability to communicate effectively in oral and written form.
- Ability to understand and carry out oral and written directions.
- Ability to establish and maintain cooperative working relationships with children and adults.
- Demonstrated knowledge of math skills.
- Ability to work independently or in a team with minimum supervision.

PHYSICAL DEMANDS:

- Persons performing service in this position will exert 10-50 pounds of force frequently to lift, carry, push, and pull or otherwise move objects.
- This type of work involves frequent standing, walking, stooping, bending, crouching, lifting, carrying and climbing and occasional sitting.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate construction equipment, and handle and work with various materials and objects are important aspects of this job.

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