

**BAINBRIDGE ISLAND SCHOOL DISTRICT
JOB DESCRIPTION**

MAINTENANCE SPECIALIST

JOB SUMMARY: Under the supervision of the Director of Facilities and direction of the Maintenance Lead, perform and or assist with varied types of manual and skilled labor related to general grounds and facilities maintenance for all district campuses. Within this general framework, specific assignments will vary. Priority will be given to grounds maintenance.

ESSENTIAL JOB FUNCTIONS:

- Assist Maintenance Lead in the coordination of grounds maintenance activities.
 - Mow, weed, edge, and irrigate lawns.
 - Weed flower beds.
 - Cut and remove bush and fallen tree debris.
 - Set-up and line athletic playing fields for sporting events.
 - Clean storm line and drainage systems for efficient operation.
 - Operate, maintain and repair irrigation systems, spray systems, tractors, loaders, backhoes, mowers, power equipment, trucks, forklifts, chipper/shredders, mowers, weed eaters, blowers and other equipment.
 - Assist in landscape management programs utilizing “Integrated Pest Management” strategies.
 - Roof and gutter cleaning.
 - Assist Maintenance Technician staff as directed by Maintenance Lead.
 - Perform basic electrical work limited to ballast replacement, switches, receptacle replacement, equipment and residential appliance repair.
 - Perform basic general plumbing repair work limited to faucet/cartridge replacement and parts replacement like for like.
 - Perform basic HVAC preventative maintenance on equipment limited to filters, lubes and belts.
 - Perform basic general carpentry limited to rough framing, demolition, concrete forming, repair welding/fixture fabrication, siding and painting.
 - Perform general metal work including repair welding of equipment and furniture.
 - Perform basic door and hardware repair.
 - Maintain confidentiality and display ethical behavior.
 - Perform other job-related duties as assigned by the Maintenance Lead.

QUALIFICATIONS:

- High school graduate or equivalent.
- Possess a valid Washington State driver’s license.
- Two years successful grounds maintenance experience.

SKILLS, KNOWLEDGE AND/OR ABILITIES REQUIRED:

- Demonstrated knowledge of safe practices and procedures in grounds maintenance.
- Demonstrated knowledge of the proper use of chemicals and fertilizers.
- 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 safe working operation of ground maintenance equipment and tools.
- Possess a sufficient command of the English language to communicate with students, staff and the general public regarding all aspects of job duties.

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, shoveling, cement mixing, and climbing.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate grounds maintenance equipment, and handle and work with various materials and objects are important aspects of this job.

Reasonable accommodation may be made to enable a person with a disability to perform essential functions of the job.

Revised 5/2016