

Pflugerville Independent School District - Job Description

| | | | |
|----------------------------|--|---------------------------|------------------------|
| Job Title/Position: | Technician, Maintenance | Department/School: | Maintenance |
| Pay Information: | Auxiliary Compensation Plan Pay Grade: AX5/ Days: 237 | Supervised By: | Maintenance Supervisor |
| FLSA: | Non-Exempt | Date Revised: | December 2014 |

Primary Purpose:

Perform general maintenance and repair of building structures and equipment throughout the District.

Qualifications (Experience/Education/Certification):

High school diploma or GED with the ability to read, write and follow verbal and written instructions, one year related experience, and a valid Texas driver's license.

Major Responsibilities:

- Repair and maintain district facilities, including repairing woodwork; replace electrical switches, fixtures, motors and broken glass; paint, repair; install ceiling and flooring materials and replaces plumbing fixtures and drainage systems.
- Water grounds and apply fertilizer; assist with the inspection, repair, install sprinkler systems.
- Mow and detail district grounds, including athletic fields; plant shrubs and other vegetation; assist with preparation of athletic fields; collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.
- Inspect, detect, report, and perform needed repairs and maintenance on building exterior and interior, including playground equipment.
- Climb ladders and operate lifts and work in hot, cold, and wet conditions and work in high elevation roof tops.
- Work in confined spaces.
- Perform special projects (details below).
- Conserve electricity as outlined in the districts energy management plan.
- Perform other duties as assigned.

Special projects include, but are not limited to the following:

- Playground maintenance – add/remove fill, regular inspections.
- Masonry work – rock/brick on flowerbeds, retaining wall, sidewalk slabs; concrete removal.
- Bleacher repair, removal or new installation.
- Fence repair, removal or new installation.
- Repair major water leaks to main water lines affecting schools.
- Portable removal, miscellaneous carpentry work, handicap ramp installation/repair, etc.
- Ground machine/equipment (mowers, weed eaters, blowers, etc.) repair and service.
- Vehicle and trailer service as required, including painting trailers.
- Installation of drainage pipes where needed.
- Painting as required (i.e., gates, parking lots, fire lanes, etc.)
- Welding.
- Scoreboard removal.
- Performs other special projects as assigned.

Special Knowledge/Skills:

- Knowledge of established safety procedures and techniques.
- Knowledge of maintenance, repair, and construction techniques and procedures.
- Knowledge of building and grounds maintenance techniques and procedures.
- Knowledge of applicable federal, state, and local laws, guidelines and procedures.
- Skill in working in a collaborative team based environments.
- Skill in a variety of equipment, including but not limited to, mowers, blowers, trimmers, and hand tools.

Supervisory Responsibilities:

None.

Working Conditions (Mental Demands/Physical Demands/Environmental Demands):

Repetitive hand motions; exposure daily to possible adverse weather elements for extended periods of time; must be able to push, pull, lift, and/or carry at least 50 lbs, 50 lbs or more with assistance.

The foregoing statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties, knowledge, skills, and abilities required.

Received by: _____ Date: _____