Bloom and Bloom Trail High Schools

Utility Tradesman

Hours: 6:00 a.m. – 2:30 p.m.

Duties and responsibilities are as follows:

1. Ability to assemble furniture and other items that are received by staff.
2. Replace ceiling tiles as needed.
3. Replace floor tile and baseboards as needed.
4. Repair or replace doors as needed. (Hinges, locks, panic bars, etc.)
5. Ability to replace glass, and perform other glazing on minor jobs.
6. Ability to make locker repairs.
7. Ability to perform general carpentry work.
8. Hang items to walls and ceilings as required.
9. Must have knowledge of concrete work.
10. Ability to make necessary repairs to furniture and other items as needed.
11. Must have knowledge of plumbing and make repairs as needed.
12. Ability to change burned out lights and/or ballasts.
13. Ability to install flooring of different types (tile, carpet, etc.) and associated duties.
14. Ability to maximize output by the correct, safe use of the right tools.
15. Responsible to check air compressors daily, in the absence of personnel.
16. Responsible to check water in boilers, in the absence of personnel.
17. Ability to adjust thermostats.
18. Have the ability to lift 50lbs, climb ladders and use the necessary tools in various settings.
19. Required to work at any campus in the District as needed.
20. Any other duties and/or responsibilities as may be assigned by the immediate supervisor.
21. Employee is responsible to regularly look for, and report to the foreman, any safety hazards or potential hazards in the building.
22. Work schedules are subject to change.