

WELD COUNTY SCHOOL DISTRICT RE-2

POSITION DESCRIPTION

POSITION TITLE: LEAD MAINTENANCE AND GROUNDS TECHNICIAN

REPORTS TO: DIRECTOR OF MAINTENANCE, GROUNDS AND OPERATIONS

QUALIFICATIONS:

- High School diploma or equivalent
- Experience and/or training which includes irrigation repair and programming, field and turf management, basic plumbing skills, basic electrical skills, ability to operate landscaping equipment, tractors and plows and an overall knowledge of general maintenance. A high level of irrigation experience and knowledge is preferred.
- Certificate of good health
- Knowledge of or ability to learn all codes, regulations and safety requirements applicable to public facilities.
- Knowledge of irrigation systems, wells, irrigation controls, basic plumbing and electrical and the ability to operate landscaping and other maintenance equipment.
- Valid Driver's License
- Professional certifications for any of the above mentioned qualifications or below mentioned responsibilities is preferred.

ESSENTIAL FUNCTIONS:

To provide safe, clean, properly equipped and well maintained facilities and environment in which the total educational process and district programs can take place. Provide well-kept grounds and athletic facilities.

SUPERVISES:

No direct supervision responsibilities except for minimal supervising and managing of department duties and tasks in the absence of the Director of Maintenance, Grounds and Operations.

ESSENTIAL FUNCTIONS/RESPONSIBILITIES:

1. Irrigation system start up, testing, inspections, repair, programming and blow outs.
2. Sport and play field aeration, top dressing, fertilizing and over seeding.
3. Perform basic plumbing, basic electrical and other general maintenance tasks as dictated by the district work order system, school staff and the Director of Maintenance, Grounds and Operations.
4. Operate landscaping and maintenance equipment, including but not limited to: snow plows, tractors, mowers, spreaders, fork lifts, man lifts, trailers, power tools, hand tools etc. Ability to perform light maintenance and service on this equipment is preferred.
5. Plow snow and perform snow removal and ice mitigation during hours specified by the Director of Maintenance, Grounds and Operations to ensure safe building access for students, staff and community members.
6. Assists in the coordination, set-up and tear down of districtwide and school events.
7. Perform warehouse duties including receiving shipments, delivery of goods from warehouse to schools, delivery of food from warehouse to schools and school to school and moving and assembling furniture to schools and within the schools.
8. Assist the Director of Maintenance, Grounds and Operations in the coordination and execution of district projects and in working with district hired contractors.
9. Provide maintenance and grounds customer service to district administration, staff and students. Develop budget requirements for maintenance and operation of district physical plants and grounds.
10. Assist in the training of district maintenance and grounds technicians in relation to the specified duties and functions of this position.
11. Maintain a close working relationship with vendors and contractors who may supply goods and services to the district.
12. Be available for emergency and on-call response during hours that buildings are not being occupied or schools are not in session.

13. Perform other duties as may be assigned by the Director of Maintenance, Grounds and Operations.

TERMS OF EMPLOYMENT:

Hourly wage will be established by the Chief Financial Officer with the benefits and retirement that apply to at will personnel according to Board of Education policy. Job requirements may include on call responsibilities, evening and weekend responsibilities as well as out-of-district travel.

LENGTH OF EMPLOYMENT:

12 months

EVALUATION:

Performance of this position will be evaluated at least once annually by the Director of Maintenance, Grounds and Operations in accordance with applicable policies.

Personnel policies adopted by the Board of Education, and deemed appropriate for the position, shall be in effect.

This job description may be revised at any time in response to district needs.

EMPLOYER: WELD COUNTY SCHOOL DISTRICT RE-2

By my signature below I affirm that the duties and requirements listed on this job description have been explained to me; I have been able to ask questions to clarify matters; and I understand and accept them. In accepting this position, I certify that I am able to perform these duties, and that I will inform my supervisor immediately of any change in this regard.

Signature: _____ Date: _____

To be signed upon recommendation for hire

Date of job description: October 2025