



# Job Posting

## Maintenance Technician

Internal & External Candidates Accepted • Location: Tecumseh Public Schools

Immediate Supervisor: Director of Facilities & Maintenance

### General Information/Duties:

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- Conduct routine and preventative maintenance, repair, and installation of minor facility plumbing, electrical wiring, carpentry, painting, etc.
- Thoroughly completes and documents service requests in a timely manner.
- Maintains cleanliness and safe working environment while completing tasks.
- Identifies and reports building deficiencies to Director of Facilities & Maintenance while taking proper safety precautions for students, staff, and community.
- Tracks and maintains tools, supplies, and equipment for ready use and operation.
- Mentors and assists in the training and monitoring of new staff.
- Effectively and consistently communicate and interact with students, staff, parents, and the community
- Attend all mandatory staff meetings, events, or trainings
- Other duties as assigned by the Director of Facilities & Maintenance

### Qualifications:

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- High school diploma or equivalent
- Two (2) years facilities maintenance or related work experience
- Excellent mechanical and electrical aptitude along with basic knowledge of plumbing, electrical, carpentry, and drywall repair.
- Electrical and HVAC licenses preferred.
- Ability to lift and balance 60 lbs.
- Reliable method of transportation
- High moral character, integrity, and strong interpersonal communication skills
- Must be able to move intermittently throughout the work day with frequent prolonged standing/walking/moving
- Must be able to read and speak English

### Terms of Employment:

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Hourly, non-exempt position full-time year-round position.

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