



# North Slope Borough School District

## Vacancy Information

**Location/Site:** Eben Hopson Middle School, Utqiagvik, Alaska

**Posted Date:** 04/30/2026 **Closing Date:** Until Filled

*This position may be required to complete a pre-employment physical examination and drug screening.*

### Job Description Information

<b>Position:</b>	Plant Manager	<b>Supervisory:</b>	Yes
<b>Reports to:</b>	Director or Coordinator	<b>Safety Sensitive:</b>	No
<b>Classification:</b>	Classified Staff	<b>Grade Minimum:</b>	\$339.45 per day
<b>Range:</b>	Plant Manager	<b>FLSA Exempt:</b>	Yes
<b>Work Year:</b>	Year Round		

Revised 10/22

### Summary or Purpose

Coordinate with District and other officials to ensure that full educational, administrative and community use of the District facilities are available at all times.

### Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High school graduate or equivalent required.
- Valid Alaska Driver's License required.
- Public Management certified preferred.
- Five years of supervisory experience required.
- Boiler maintenance and troubleshooting experience required.
- Pool certification required.
- Five years construction trades or facilities maintenance management required.
- Basic Computer Skills – including MS Word, MS Excel, Email, etc. preferred

### Preference:

- Inupiaq speaking and cultural experience preferred.

### Essential Duties and Responsibilities

- Ensure District facilities are accessible for educational, administrative and community use.
- Monitor, maintain, operate, and troubleshoot all systems in the facilities.
- Schedule, implement, and supervise work programs for maintenance of the facilities.
- Submit project progress, daily work logs, inventories, monthly activity reports when required.

Adhere to state and federal structural, mechanical, plumbing, electrical, and fire codes.  
Implement, schedule, and maintain all safety and mandated programs for District facilities.  
Attend District training as required.  
Adhere to all District policies and regulations.  
Perform such other tasks and assume other responsibilities as the supervisor may assign.

**Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to sit; stand; walk; use hands to finger, handle, or feel objects, tools, controls; and reach with hands and arms. The employee frequently is required to stoop, kneel, crouch, or crawl and talk and hear. The employee is occasionally required to climb or balance.

The employee must regularly lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Environmental Conditions**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly exposed to extreme weather and is required to travel within and outside of the North Slope Borough School District. The employee must be willing and able to fly in small and large commuter planes.

The noise level in the work environment is usually quiet.

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**This job description is not an employment agreement between the North Slope Borough School District and the employee; and is subject to change by the District as the needs of the District and requirement of the job change.**