



# Maintenance Worker – Level 1

**STARTING DATE:** 2014-2015 School Year  
**REPORTS TO:** Supervisor of Operations  
**WORK YEAR:** 12 months (anticipated 2<sup>nd</sup> shift position)  
**SALARY RANGE:** Appropriate step on Classified Salary Schedule - Commensurate with experience and education

**QUALIFICATIONS INCLUDE BUT NOT LIMITED TO:**

- Minimum 3 years' experience in facility maintenance
- Maintenance experience, mechanical aptitude and skills in electrical, HVACR, carpentry, and plumbing
- Demonstrated past record of punctuality, responsibility and attention to detail
- Class A Commercial Drivers License (CDL), or obtain within 6 months of hire
- Ohio Pesticide Commercial Applicators License, or obtain within 6 months of hire
- Proof of compliance with any health requirements or mandates related to the position
- Documented evidence of a clear criminal record
- Minimum High School Diploma or GED
- Maintain a valid driver's license; meet all prerequisite and ongoing qualifications to be covered by the District's insurance carrier

**BEHAVIORAL CHARACTERISTICS:**

- Possess a team-oriented approach towards the organization, its mission and goals
- Exemplify high ethical standards
- Ability to react productively to interruptions and changing conditions
- Demonstrate professionalism and maintain a positive work attitude
- Remain free of any non-prescribed controlled substance or alcohol abuse in the workplace throughout his/her employment in the district

**ESSENTIAL JOB RESPONSIBILITIES INCLUDE BUT NOT LIMITED TO:**

- Demonstrate responsibility for meeting work schedules and work requests
- Participate in staff meetings and professional growth opportunities as directed
- Commitment to keep current with workplace innovations that enhance productivity
- Avert problem situations and intervene to resolve conflicts
- Assist with warehouse and delivery duties
- Assume responsibility for routine security procedures of facilities
- Perform repair and preventative maintenance on building HVACR systems
- Perform repair and preventative maintenance on building electrical systems
- Perform repair and preventative maintenance on building plumbing systems
- Perform carpentry repair and maintenance to building as required
- Perform grounds maintenance such as, but not limited to, moving, trimming, seeding, tree trimming, weeding and snow removal
- Ability to perform maintenance on a variety of vehicles, mowers, trailers and grounds equipment
- Ability to individually lift, carry and/or move objects with a minimum weight of 50 pounds
- Safely climb and work from a ladder, scaffold, platform, or other equipment that requires balancing skills
- Perform activities that may require stooping, kneeling, crouching, or working overhead
- Take initiative to perform prescribed activities efficiently with limited supervision
- Communicate effectively using verbal, nonverbal and writing skills
- Work under the guidelines of Penta's Mission Statement and Goals
- Assume any other responsibilities as assigned by the Board of Education, Superintendent, Supervisor of Operations, or their designee(s)

**DEADLINE:** Open until filled. Submit letter of interest, application and résumé.

**APPLY TO:** Board of Education Office  
Penta Career Center  
9301 Buck Road  
Perrysburg, OH 43551