

CHANDLER UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

CLASSIFICATION: CUSTODIAL/MAINTENANCE/SUPPLY
TITLE: GENERAL MAINTENANCE WORKER III
CALENDAR: [GENERAL MAINTENANCE WORKER III](#)
SALARY: [GRADE 16](#)

Effective July 1, 2006, a post-offer physical and drug screening test is required for this position

Job Goal:

Maintain compliant, safe and functional school facilities, grounds and equipment

Minimum Qualifications:

- High school diploma or equivalent with four years of experience in one of the following specialized craftsman fields: HVAC, plumbing, electrical, mechanics, welding, carpentry, locksmith, electronics, painting, sprinkler tech
- Expert knowledge in the use of hand power tools and equipment
- Working knowledge of building and safety codes
- Ability to read and interpret blue prints, drawings, diagrams
- Valid Arizona Driver's license
- Satisfactory criminal background check
- Vision and hearing adequate to exercise job responsibilities in a safe manner

Core Job Functions:

- Maintain and repair district electronic communication systems (i.e. fire alarm, security systems, intercom, video, sound, and other related systems)
- Coordinate with appropriate district personnel and contractor to develop project specifications and follow up on contractor progress
- Process documentation and other paperwork associated with job requirements in a timely manner
- Lead, with expertise of specialized craftsman field, in the repair, alteration, maintenance, construction and installation for site buildings and grounds
- Plan, direct, monitor and train of other department employees
- Maintain records of time, materials and parts required to complete work orders
- Perform heavy labor and maintenance work
- Operate truck, hand-powered tools and equipment assignments
- Oversee the work of other maintenance personnel as assigned by supervisor
- Maintain the confidentiality of protected student and staff member information even after no longer employed
- Be flexible and perform other duties relating to general job function as assigned by supervisor
- Report safety/security hazards and needs for major repairs in an expeditious manner
- Follow district policies as outlined
- Perform all duties in a safe and prudent manner as directed by supervisors
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Core Values/Professional Qualities:

- Respond to all internal and external customers, as it relates to position, in a prompt, efficient, friendly and patient manner
- Function effectively as a team member
- Be responsible, reliable and punctual

- Be flexible and adaptable to change
- Positively accept direction
- Establish and maintain courteous, cooperative working relationships with students, staff and parents
- Direct constructive criticism toward improving the district
- Exercise positive problem solving behavior and conflict resolution skills
- Adhere to the dress code appropriate to the site and job
- Share sensitive student and staff information on a need to know basis
- Be a positive role model for students
- Work with a large cross section of people in a professional and non-judgmental manner

Physical Requirements – Heavy Work

- Positions in this classification typically require: stooping, kneeling, crouching, standing, walking, sitting, finger or manual dexterity, repetitive finger motion, speaking, hearing, seeing (with correction), focusing ability, or other factors applicable for the job.
- Employee must be able to stand and walk constantly on various floor surfaces while performing various duties, including but not limited to using push/pull force of up to 50 pounds for various machines.
- Employee must stand constantly and walk frequently lifting items of various sizes, up to 30 pounds. Items over 50 pounds require a second staff member to lift.
- Employee may rarely be required to climb ladders to perform various cleaning or maintenance tasks.
- Employees may be subject to travel, fumes, odors, chemicals, bloodborne pathogens, workspace restrictions, and loud noises.
- 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.