

Foresthill Union School District

JOB DESCRIPTION Custodial/Maintenance II (CMII)

Purpose:

Under the Supervision of the Maintenance & Operations Lead, keep areas of buildings and grounds in a clean, sanitary and safe condition. Perform other related work as assigned and required.

Essential Job Functions and Responsibilities:

- As assigned by the M & O Lead, CMII may be required to carry out any of the duties of a CMI worker (Refer to CMI job description.)
- Perform electrical, plumbing, mechanical, and HVAC repair and maintenance work
- Operate and maintain power equipment such as tractors, mowers, trucks, and other motor operated tools and equipment
- Maintain district turf and landscape areas, such as mowing, watering, fertilizing, pruning, edging, weed control, etc.
- Program and install irrigation and HVAC controllers, troubleshoot and repair pumps, valves, piping systems, lighting systems, septic systems, fire and clock systems, and other related building operating systems
- Maintenance on concrete and asphalt areas, playground equipment, fencing, windows, doors and locksmithing equipment
- Set up and maintain soccer fields, baseball fields, basketball courts and other related athletic areas
- Use, understand and safely operate electrical test equipment, such as meters, continuity testers, ohm meters, meggers, etc.
- Understand blueprints, operation manuals, wiring diagrams, electrical and plumbing schematics, and other related technical manuals and reference materials
- Understand the safe methods, operations, and materials related to the plumbing, electrical, mechanical, and HVAC fields
- Ability to safely calculate, mix and apply a variety of chemical agents related to the fields of maintenance and groundskeeping
- Read and understand the practical application of the contents of Material Safety Data Sheets (MSDS) and pesticide use safety bulletins

Employees may be called in during off hours and weekends for the purpose of emergency snow and ice removal. When emergency snow and ice removal is deemed necessary by the Maintenance & Operations Lead, it will be mandatory that the employee report to the job site as directed.

Knowledge, Skills and Abilities:

- Knowledge of custodial and maintenance methods, materials and equipment
- Use of cleaning and maintenance materials with skill and efficiency
- Perform moderately heavy physical labor
- Understand and follow a written work schedule and checklists
- Understand and carry out oral and written directions
- Maintain cooperative working relationships with students, co-workers and others contacted in the course of work
- Work at heights on scaffolds, platforms and ladders
- Ability to complete responsibilities without close supervision
- Must be able to recognize and report situations that could pose a threat to the safety or well being of students, staff and visitors to the Maintenance & Operations Lead
- Knowledge of common safety practices used during routine maintenance and repair
- Within 30 days of employment, complete a physical exam, including ability to use approved respirators

Employment Eligibility:

Successful candidates must provide proof of employment eligibility and verification of legal right to work in the United States in compliance with the Immigration Reform and Control Act.

Education:

High School diploma or equivalent.

Experience:

One year experience performing the duties of CMI or equivalent (preferred)

Certificates & Licenses:

- Valid California driver's license issued by the State Department of Motor Vehicles.
- CPR/First Aid certification within 30 days of employment

Clearances:

- Criminal Justice Fingerprint Clearance
- TB Clearance
- Annual medical exam

Physical Requirements: (including but not limited to)

- Positions in this category require physical ability associated with prolonged periods of heavy physical labor
- Positions in this category perform heavy physical labor requiring the ability to lift, carry, push, pull and move heavy objects for a prolonged period of time
- Requires heavy physical effort, such as lifting over 50 pounds on a continuous basis
- Must be able to lift 50 pounds or carry any object up to 30 pounds
- Requires working in dirty and dusty conditions, and in confined spaces
- Must work with a variety of maintenance and grounds related chemicals and cleaning agents
- Must be able to climb and work from ladders, scaffolds and platforms up to a height of 30 feet
- On occasion, this position requires the use of an approved breathing respirator. This respirator must be able to be worn correctly and to the manufacturers specifications.

The above lists of essential functions and physical requirements is not exhaustive and may be supplemented as necessary.

Evaluation:

- Probationary employees shall be evaluated at least once during their probationary period, and shall be advised in writing during their eleventh month of employment whether or not they will be recommended for continued service, pending a satisfactory evaluation. (Article 3.1.3 of CSEA agreement)
- Observation, general supervision and formal evaluation by Superintendent or designee annually

Work Environment: Work is performed in an office or school environment and involves contact with staff, students, and remote service providers.

FLSA Status: Non-exempt

Employee Group: Classified

Contract Days: 260 days

Salary Grade: Classified Salary Schedule, Range 13

Supervisor: Maintenance & Operations Lead

The information contained in this job description is for compliance with the American Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.

Board Approved: 08/08/2023