

	<b>Huron School District #2-2</b>	Code: GDA-22.1
	Policies and Regulations	Support Staff Positions Maintenance Technician

**Support Staff Positions**  
**Maintenance Technician**

**QUALIFICATIONS**

1. Similar work experience desirable.
2. Be in good health and be physically able to perform responsibilities of Maintenance Technician.
3. Be knowledgeable about electrical, heating, and plumbing systems.
4. Must be able to lift 50#.

**RESPONSIBILITIES**

1. Performs maintenance tasks as directed by the Director of Buildings and Grounds and Lead Maintenance Technician.
2. Inspects buildings and grounds and corrects or reports any unsafe conditions to the Director of Buildings and Grounds, Lead Maintenance Technician and building principal.
3. Assists custodians if requested in checking fire alarm systems as required by law and reports any deficiencies to the Director of Buildings and Grounds, Lead Maintenance Technician and building principal.
4. Reports acts of vandalism and person(s) responsible to the Director of Buildings and Grounds, Lead Maintenance Technician and building principal.
5. Presents a neat appearance.
6. Establishes good rapport with administrators, pupils, staff, and public.
7. Is punctual and follows assigned schedule.
8. Adjusts to irregular hours and responds to emergency calls.
9. Attends maintenance workshops and demonstrations when requested.
10. Follows all governing regulations relating to building repair and maintenance.
11. Is knowledgeable about school policies.
12. Assumes other duties as may be assigned.

\* Is supervised by the Director of Buildings and Grounds and Lead Maintenance Technician.