

PLEASE POST

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**STAFFORD PUBLIC SCHOOLS**  
**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
July 13, 2017  
NON-CERTIFIED POSITION

POSITION: Maintenance Worker (12-month)  
40 hours per week (6:00 a.m. - 2:30 p.m., M-F; 24-hour availability)

LOCATION: Districtwide

REQUIREMENTS: -Computer Literate  
-Valid Driver's License

**JOB SUMMARY:**

Perform/coordinate maintenance of facilities and facility grounds. This may include, but not be limited to care of parking lots, light plumbing, electrical, masonry, and carpentry work/repairs.

**JOB DUTIES:**

- Understand and use pneumatic (HVAC) controls and energy management systems
- Maintain district tools and monitor and operate equipment
- Monitor and record data, including but not limited to, oil and water usage, testing equipment readings, pH system readings, vehicle fuel/fluid usage, equipment maintenance, etc.
- Respond to routine and emergency service calls on a twenty four (24) hour basis
- Maintain sufficient inventory of paper, chemicals, etc. and review facility supply requests, fill, record, and deliver the supplies
- Provide substitute coverage for Head Custodian when needed/requested
- Make deliveries, including but not limited to supplies, interoffice mail, and special Board office mail (maintenance of valid driver's license required)
- Has ability to regularly lift 30 to 50 pounds and occasionally up to 70 pounds.
- Maintain all service records, data collected, and work order forms.
- Display a positive and courteous attitude.
- Follow all Board of Education policies
- Maintain confidentiality of student/staff/school-related information at all times.
- Perform other duties as assigned by the Supervisor of Building Services.

HOURLY RATE OF PAY: \$16.35 per hour, Commensurate with the Agreement between the Stafford Board of Education and CSEA.

AVAILABILITY: 7/1/17

CLOSING DATE: Until Filled

**Interested candidates should apply on-line (link available at [www.stafford.k12.ct.us](http://www.stafford.k12.ct.us)> Employment Opportunities) and include three (3) letters of professional reference.**

**ONLY COMPLETE APPLICATION PACKETS WILL BE CONSIDERED.**

E.O.E.

Posting #3 (CC#TBD)