



# TAMASSEE DAR SCHOOL

*"Reaching for the Stars"*

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**JOB TITLE:** Maintenance Technician

**DEPARTMENT:** Buildings & Grounds

**SUPERVISOR:** Building and Grounds Manager

**CLASSIFICATION:** Hourly

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**POSITION SUMMARY:** The goal of this job is to maintain all buildings and grounds owned by Tamassee DAR School, Inc.; assuring a safe and well maintained environment in which children and staff are able to work and live.

## ESSENTIAL FUNCTIONS

### Buildings

- Assist in maintaining the preventative maintenance program for the facility.
- Assist with repairs on equipment or buildings based on work orders received from the administration office.

### Grounds

- Operate lawn mowers safely for cutting grass.
- Operate weed and hedge trimmers as required for lawn maintenance.
- Inspect grounds for detection and removal of material or items that could potential damage equipment or cause injury.
- Inspect all property at least once a week for vandalism, trash, etc.

### Other duties

All other duties as required by supervisor.

## QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Candidate must have a high school diploma or equivalent general education degree.
- Must be able to pass a drug test.
- They must have no criminal history and a clean driving record.

## WORKING ENVIRONMENT

The work environment could include exposure to wet and/or humid conditions an outside weather conditions. The employee is occasionally exposed to extreme cold and extreme heat.