

**Position Title: Plant Maintenance**

Department: Facilities

FLSA: Non-Exempt

**POSITION SUMMARY:**

- Ensures that the physical plant is well maintained. Position reports to the Facilities Manager.

**ESSENTIAL FUNCTIONS:**

- Rake fallen leaves, pick up litter, sweep and hose down/power wash walkways. Clean out floor mats.
- Vacuum, sweep, mop and wipe down classrooms and offices. Empty all trash bins.
- Clean and mop restrooms. Restock paper products/soap in restrooms, kitchen, classrooms and storage closets.
- Remove all tree droppings on tarps, replace worn and missing bungies as needed.
- Weed whack as needed after school instructional hours.
- Perform semi-annual deep cleaning during the summer and winter school breaks; strip and wash tile floors, scrub hallways/decks, shampoo carpets.

**OTHER RESPONSIBILITIES:**

- Perform other work related duties as assigned by Facilities Manager.

**EDUCATION, EXPERIENCE AND SKILLS REQUIRED:**

- Ability to read, write, speak and understand English.
- Experience with custodial duties and lawn maintenance.
- Ability to understand and follow directions as given.
- Ability to work with minimal supervision in an organized and dependable manner and to work with other maintenance workers.
- Ability to lift up to 50 pounds (supplies, trash).
- Minor carpentry, plumbing and painting skills a plus.
- Sensitivity to children and an understanding of appropriate behavior and deportment around school-aged children.