

Galt Joint Union High School District Job Description

JOB TITLE: Utility Worker

DESCRIPTION:

Under general supervision of the Maintenance and Operations Coordinator performs a variety of maintenance, grounds, and custodial operations of District facilities as directed.

DUTIES AND RESPONSIBILITIES (includes but not limited to):

1. Provide support for custodial operations (includes but not limited to):
Sweep, scrub, wax, polish floors; Vacuums and cleans rugs; dust and polish furniture; empty and clean waste receptacles; clean whiteboards; clean windows, doors, walls, ceilings; move and arrange furniture and equipment; turn off lights, lock doors, windows; maintain equipment and materials, change light bulbs; clean restrooms to acceptable health standards; clean grounds of paper and debris.
2. Provide support for grounds operations (includes but not limited to):
Sweeps walks and pick up debris; plant, cultivate, water and spray ornamental plants, shrubs, trees, etc.; fertilize, water, care for lawns using hand and power mowers; trim trees, hedges, shrubs; prepare soil for planting; keep assigned areas free from pests and plant diseases; rake leaves, hoes weeds; operate trucks, tractors, mowers, sprayers, edgers, and assorted equipment; sweep parking lot; maintain track, baseball diamonds, football field, all Physical Education areas in good playing condition; line fields as requested for Physical Education and sporting events.
3. Provide support for maintenance operations (includes but not limited to):
Performs a wide range of maintenance and duties including building repair and maintenance, painting and carpentry work; Inspects, repairs, installs, services and maintains various electrical, plumbing and mechanical systems; operate and maintain a variety of tools and equipment; assist in the preparation of school facilities for sporting events and meetings; answer after-hours emergency calls as needed.
4. Maintains pool.
5. Provides event support including setup and teardown.
6. Maintains district warehouse and storage spaces.
7. Performs other related duties as assigned

MINIMUM QUALIFICATIONS:

Education, Training, and Experience:

1. High School diploma.
2. 5 years' experience in one or more areas of trades described above.
3. Education/technical training in one or more of the trades above may be substituted one year of education/training for one year of experience not to exceed one year of substitution of experience.
4. Must be able to obtain a Certified Pool Operator Certificate within 6 months of employment.

Knowledge, Skills and Abilities:

1. Knowledge of cleaning methods and the use of cleaning chemicals; general gardening and grounds keeping work; General building maintenance including carpentry, electrical plumbing, HVAC equipment, plumbing etc.

2. Ability to operate a wide assortment of tools and equipment; work with a high degree of independence; follow oral and written instructions; establish and maintain working relationships with co-workers, supervisors, and other personnel; be proactive and take initiative in recognizing and attending to maintenance issues; organize and prioritize workload to meet the demands and overall goals of the District; demonstrate sound judgment in crisis situations.

JOB PROFILE:

Up to 8 hours per day, 261 days per year

SALARY:

CSEA Salary Schedule, Step 16

EMPLOYMENT REQUIREMENTS:

Fingerprint clearance through the Department of Justice.

Valid California Driver's License.

Tuberculosis clearance is required upon employment and every four years thereafter.

Successful completion of SIA lift test.

Physical examination by a District selected physician may be required upon employment.

TESTING:

Applicants for this position may be tested for appropriate skills prior to employment.

Board Approved: 01/25/2022