

Riverside Local School District

Job Postings/Vacancies
2022 – 2023 School Year
(Due to Resignation / Reposted)

Date: September 28, 2022

Title: **12-Month Maintenance / Skilled Crafts** - (*Proficient in Electrical Preferred*)
Monday – Friday (6:00 AM – 2:30 PM)

Qualifications: Strong knowledge of electrical: install, replacement, repair, and troubleshooting.
Solid background in overall general maintenance.
Ability to work alone or as a team member.
Availability to work overtime as needed.

Responsibilities
and Skills
Required: Please refer to attached Job Description.

Reports to: Director of Maintenance / Building Principal

Terms of
Employment: Initial contract one year; additional employment in compliance with Article XVII of the negotiated agreement between the Riverside Local Board of Education and O.A.P.S.E. LOCAL #374 and O.R.C. Section 3319.081 (A).

Funding: General Fund, Maintenance Minimum, \$17.83 - Step 0

Limitations: As listed in the Riverside Local School District Policy Section 4120, Employment of Non-Teaching Personnel, 4124 Employment Contract, and Articles X, XVII, and XXX of the Agreement between the Riverside Local Board of Education and O.A.P.S.E. Local #374. Please consult relevant negotiated agreement for other applicable limitations.

All requests for consideration should be sent to Mr. Rich Arlesic (Rich.Arlesic@riversideschools.net) and Mrs. Mallory Aliff (Mallory.Aliff@riversideschools.net) by 4:00 p.m. October 4, 2022.

M. Aliff
9/28/2022
11:15 AM

JOB DESCRIPTION DUTIES AND RESPONSIBILITIES

Position: MAINTENANCE I
Responsible to: Maintenance Director
Evaluated by: Maintenance Director

Performance Responsibilities:

1. Responsible for all general maintenance throughout the school district:
 - Electrical
 - Plumbing
 - Grounds work that will include weed whacking, riding mowers, edging, trimming, weeding, trash removal, athletic fields, playground equipment maintenance, snow removal
 - Painting
 - Carpentry
 - Ability to lift 50 pounds
2. Proper communication in verbal and written form.
3. Perform additional duties that may be assigned by the Maintenance Director.
4. Maintain all district equipment and power tools.
5. Must not disrupt the proper functioning of your position or department.
6. Must not undermine the authority of coworkers, supervisors, or superiors.
7. Must maintain close working relationships with coworkers, supervisors, and superiors.
8. Must ensure that official communications are accurate, demonstrate sound judgment, and promote the employer's mission.
9. Must ensure that all applicable laws and regulations are followed. In the event the employee becomes aware of any non-compliance by the District or other staff, the employee is to report such to his/her immediate supervisor (or the next higher level, if the supervisor is responsible for the problem) and maintain the confidentiality of the report so that the problem can be appropriately corrected in the best interests of the District.
10. The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the Riverside Local School District.
11. Must serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings.
12. Must instill in students the belief in and practice of ethical principles and democratic values.