

Requirements

- The employee must be a High School Graduate. College or trade school classes are preferred.
- The employee must have valid driver's license and will be required to drive trucks with 24' long tandem trailers.
- The employee must frequently lift and/or move up to 80 pounds including cement and mortar bags. Occasionally the employee will lift and/or move up to 100 pounds including pushing and pulling items such as tables, desks and cabinets.
- The employee must be able to sit for up to eight (8) hours in a plow truck or on a lawn mower. In addition, these tasks will require the employee to continuously turn their neck to look in all directions.
- The employee must have good organizational skills and be able to independently sort, prioritize and complete work orders with minimal supervision and be prepared to demonstrate this ability.
- The employee must have the ability to work from ladders, personnel lifts and scaffolding up to 50' high
- The employee must have the ability or willingness to learn to operate large equipment such as forklifts, backhoes, tractors and scissor lifts
- The employee must have the ability or willingness to learn computer skills for completing online work orders.
- The employee must have the ability to solder pipes and install valves and plumbing fixtures, install electrical switches, outlets, ballasts and breakers and be prepared to demonstrate this ability
- The employee must have the ability to use hand tools and power tools proficiently and be prepared to demonstrate this ability
- The employee must be able to speak, read and write at a level of proficiency that permits satisfactory job performance and be prepared to demonstrate this ability.
- The employee must be able to read and follow Safety Data Sheets (SDS) and cleaning chemical labels and be prepared to demonstrate this ability.
- The employee must be neat in appearance
- The employee must make every effort to be available for emergency and overtime assignments with proper notice
- The employee must be willing to attend seminars and in-service training
- The employee must have the ability to establish and maintain effective working relationships with students, staff and the community

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.

WORKING CONDITIONS:

Language Skills – Ability to read, analyze, and interpret professional journals, technical procedures, and/or governmental regulations as they relate to the position. Ability to write reports, correspondence, and procedures as they relate to the position. Ability to effectively present information and respond to questions from administration, staff and the general public.

Mathematical and Reasoning Skills – Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plan and solid geometry and trigonometry as they relate to the position. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Physical Demands – The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Multi-Trade Technician (MTT) works within the District most of the time. The job requires some physical exertion; individuals in this position may be on their feet throughout the workday. In addition, the person may need to ascend/descend a ladder to analyze a facility or piece of equipment and may need to occasionally push or lift equipment. The employee will need specific vision abilities to analyze facility needs. The employee may be required to meet multiple demands from several people and interact with the public and other staff. The employee is directly responsible for maintaining District property and equipment. The MTT is also directly responsible to correct safety issues within his/her job functions and report same to the Director.

Work Environment – The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud. Duties are performed indoors and outdoors.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Warren Woods School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender/sex, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. For information, contact (586) 439-4401.

Inquiries related to discrimination on the basis of disability should be directed to: Justin Michalak, 504 Coordinator, 12900 Frazho Rd., Warren, MI 48089. (586) 439-4464.

Direct all other inquiries related to any other discrimination to: Mrs. Stacey Denewith-Fici, Superintendent, 12900 Frazho Rd., Warren, MI 48089. (586) 439-4417
