

VACANCY NOTICE – Evergreen Local Schools

July 12, 2017

Position: District Groundskeeper/Assistant Maintenance Coordinator

Reports to:

Maintenance Coordinator

Job Objective:

- Maintains outside appearance of school facilities and grounds. Helps supervise district-wide maintenance services.

Minimal Qualifications:

- 8 Hours Per Day, from approximately 8:00 AM – 4:30 PM (may vary depending upon the season)
- High school diploma. Good work record. Knowledge and ability to take care of outdoor facilities and grounds (e.g., mowing, fertilizing, trimming, reseeding, watering, painting, landscaping, snow removal, etc.). Mechanical, electrical, plumbing, carpentry, masonry and building system (e.g., HVAC, fire suppression, security, communication, etc.) skills substantiated by training/work experience. Specific license/certification and training may be required as deemed appropriate by the board.
- Ability to manage compliance with environmental, health and safety laws/regulations.
- Ability to perform physically demanding work that includes lifting/moving large and heavy items.
- Available to work irregular hours/non-traditional schedule as an “on-call” employee when required.
- Demonstrates a “hands-on” leadership style and skill in developing/managing people.
- Demonstrates sufficient math skills to calculate totals, percentages, ratios, and portions accurately.
- Displays flexibility, reliability, self-discipline and a willingness to take on challenging tasks.
- Embodies high ethical standards/integrity. Accepts personal responsibility for decisions/conduct.
- Exhibits effective time management and resourceful problem-solving skills.
- Interacts confidently with others and displays a strong customer-service focus.
- Maintains a record free of criminal violations that would prohibit public school employment.
- Meets mandated health screening requirements following a conditional offer of employment.
- Shows evidence of core computer competencies deemed appropriate at the time of hire.
- Valid driver’s license. Meets prerequisite/ongoing qualifications to be covered by the district’s insurance carrier. Valid Commercial Driver’s License (CDL) is advantageous.

Additional Information:

- Salary is negotiable, depending on training and experience. SERS retirement and full benefits package.

If you are interested and qualified for this position, please mail (or email) a letter of application, resume, and letters of reference to Superintendent Jim Wyse **by 3:00 PM on Tuesday, August 1, 2017.**

Jim Wyse, Superintendent
Evergreen Local Schools
14544 County Road 6
Metamora, OH 43540

jwyse@evgvikings.org