

FAYETTE COUNTY PUBLIC SCHOOLS

Building Technician Position Description

The Fayette County Public School System does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in any of its employment practices, educational programs, services or activities.

WORK LOCATION:	Facilities Services Department	FLSA STATUS:	Non-Exempt
REPORTS TO:	Lead Building Technician	WORK CALENDAR:	240 8 Hr/Day
SALARY SCHEDULE:	Classified Salary Schedule	APPROVED (Board):	November 2004
PAY GRADE:	5080 (HS/GED) 5280 (Industry Certification)	REVISED:	September 2023; September 2022; July 2018 February 2018

SUMMARY: Inspect and maintain school system facilities and make necessary repairs to roofs throughout the school system. Perform skilled work associated with the maintenance of FCBOE buildings and facilities.

ESSENTIAL FUNCTIONS:

1. Demonstrate prompt and regular attendance
2. Inspect, maintain and make necessary repairs to roofs throughout the school system
3. Assume responsibility for the safe condition and maintenance of all school system facilities
4. Responsible for the erection of scaffolding and the formation of concrete forms and similar nonstructural projects attendant to repair and construction activities
5. Recommend supplies and equipment for purchase; maintain the inventory of hand tools, equipment, hardware materials, locks, keys and supplies owned by the school system
6. Construct and install casework including bookcases, shelving, cabinets and miscellaneous items
7. Install and repair walls, drywall, ceilings and steps
8. Assist other technicians and sub-contractors as needed
9. Conduct preventive maintenance inspections of school system facilities on a regular basis
10. Assist in estimating the costs labor and materials for designated projects
11. Complete and maintain all required paperwork; maintain accurate and complete records of all work orders
12. Maintain all tools related to the position
13. Perform other duties as assigned and allowable by intended program

REQUIRED QUALIFICATIONS:

High school diploma or state approved high school equivalent
Experience in construction and building maintenance
Hold a valid Georgia motor vehicle operator's license
Have excellent communication skills

PHYSICAL DEMANDS:

Routine physical activities that are required to fulfill job responsibilities. Ability to Exert up to 100 pounds of force occasionally, and/or up to 50 pounds frequently, and/or up to 20 pounds of force constantly to move objects. Frequent standing, walking, bending, lifting, stooping, kneeling, crouching and climbing ladders. Ability to extend hands and arms in any direction; push and pull objects; execute substantial movements/motions of the wrists, hands and/or fingers; use of all senses; travel from site to site within the county and tolerate a work environment which includes extreme temperatures. Vision, hearing and verbal communications are essential functions of this position.

PREFERRED QUALIFICATIONS:

Demonstrate evidence of five years' carpentry experience

Successful completion of a post-secondary vocational/technical program in a skilled trade

Proficient in the use of a variety of computer applications

REQUIRED DUTIES & RESPONSIBILITIES:

Employee must be able to satisfactorily perform each essential function of the position. When appropriate, reasonable accommodations will be provided to afford persons with disabilities an opportunity to perform the essential functions of the position. Employees are expected to attend all required meetings as approved by the supervisor. Employee will adhere to the Georgia Professional Standards Commission's Code of Ethics for Educators, all Fayette County Board of Education policies, administrative regulations, school system procedures, and all other applicable professional performance criteria. Maintenance of criminal history check is required for all employees.