



Job Title: General Maintenance – Rockford High School
Date Posted: March 12, 2025
Contact Person: Mr. Shawn Hayward, Director of Operations
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Job Summary

Responsible for maintaining the physical school plant in a condition of operating excellence so that full educational use of it may be made at all times.

Essential Duties and Responsibilities

- Accurately estimate costs, orders, and accounts for material and labor relative to assignments
- Maintains all safety and code requirements of the state, local, and Board guidelines
- Maintains district doors, door hardware, key system, and card access equipment
- Maintains district lockers and restroom partitions
- Examines district-owned facilities on a regular basis for purposes of preventative maintenance relative to position
- Performs general maintenance work and repairs inside and outside the physical plant such as electrical, plumbing, carpentry, concrete, ceiling, roof, masonry, glazing, insulation, tile, pump, fan, door hardware, and floor machine
- Performs district-wide grounds maintenance work such as snow plowing, shoveling, and salting
- Recommends supplies and equipment for purchase, and maintains the inventory of district-owned hand tools, equipment, hardware, material, and supplies
- Delivers equipment and supplies
- On call as needed at any time for emergency repairs, equipment monitoring, overtime, or special needs falling outside or normal working hours
- Other duties as assigned by the Superintendent or their designee

Education and Experience

High School Diploma or general education degree (GED)

Interested and qualified candidates are to apply online. Please click on the employment link at www.rockfordschools.org to complete an online application.

Deadline for applications: Until Filled