

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

03/16 Effective Date	Maintenance Worker 3 Field Pest Control Job Title	2.10.13 Index
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PURPOSE

To positively impact student achievement by performing a variety of journey level work throughout all District facilities, specific to grounds maintenance and field pest control.

CLASS CHARACTERISTICS

This is the journey level class in the maintenance worker series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform complex maintenance repair work, requiring journey level experience, in those trades which involve technical practices and repair procedures. Will provide occasional and intermittent technical assistance to lower classifications.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from an assigned supervisor, and technical and functional supervision from a higher level maintenance worker. Methods of performing tasks are outlined or explained in general terms and work is reviewed by a supervisor at regular intervals during progress and upon completion.

Will exercise technical supervision over less experienced maintenance personnel. May coordinate and schedule the work of outside contractors.

EXAMPLES OF DUTIES – may include, but are not limited to, the following:

Repair and maintain planter beds, lawns, fields and grounds damaged by pests.

Prepare and maintain pest records. Documents work orders completed, preventive maintenance accomplished and repairs performed.

Comply with proper notifications and record retention as required by local, state and federal authorities.

Operate and maintain traps and tools, equipment and machinery associated in the field of pest control.

Manage, track and organize the inventory of tools and materials for the field of pest control.

Order materials needed; maintains records as necessary using District purchasing rules.

Develop, implement and perform a procedure/schedule for the eradication of field and lawn pests, gophers, moles and vole infestations.

Develop, implement and maintain a procedure/schedule for preventive maintenance of field and landscape pest infestations.

Prepare estimates of materials, equipment and labor required to carry out duties assigned.

May coordinate and schedule the work of outside contractors for infestations beyond in-house capabilities.

Prepare reports and correspondence as required.

Perform other ground maintenance functions. Plans and assists with mowing, leaf removal, turf maintenance, irrigation repairs and installations, assist with summer large clean-up.

Assist on special projects as may be identified by the Facilities staff.

Provide assistance to other maintenance personnel as necessary.

Maintain regular and consistent attendance and punctuality. Performing related duties consistent with job description and assignment.

Other duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Application of Herbicides and Pesticides in a public venue.

State required Integrated Pest Management (IPM) program.

MSD sheets; what they are for and how to use them.

Applicable safety rules, practices, and procedures.

Local, state, and national repair, installation and operation codes.

Ability to:

Evaluate pest infestation and develop effective strategies to eradicate pest.

Read and comprehend MSD sheets.

Prioritize and schedule daily calls and preventive maintenance.

Maintain records of work orders, parts, and preventive maintenance performed.

Operate a vehicle and machines or tools used in maintenance and repair of lawns and landscape areas.

Use technology for word processing, spreadsheets, communication, the work-order database and other related applications and devices, as required.

Establish and maintain effective working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Experience:

Minimum of 3 years maintaining, repairing lawns and landscape damaged by field pests and the eradication of field pests.

Training:

High school diploma or equivalent.

Any equivalent combination of education, training, and experience which provides the required knowledge and abilities may be considered in lieu of requirements above.

Special requirements:

Possession of a valid Oregon driver's license.

Possession of a Public Herbicide/Pesticide Applicators license.

WORK ENVIRONMENT:

Work is often done independently, in the field year-round and involves exposure to chemicals, dirt, dust other unpleasant or dangerous materials. May be required to work various shifts in order to avoid disruption of school or work.

PHYSICAL REQUIREMENTS:

Frequent twisting, bending stooping lifting all types of weight occasionally up to 80 pounds. On feet all day or on back under machinery making repairs or performing maintenance on all District properties and systems. Must be able to work in attics or crawlspaces, roofs, tunnels and climb ladders as needed.

Salem-Keizer School District is an equal opportunity employer.

Position: Maintenance Worker 3 – Field Pest Control

I am willing and able to perform the duties of this job:

Signature: _____

Date: _____

Print Name: _____