BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT #61
(GREATER VICTORIA)

CLASSIFICATION   UTILITYMAN

JOB SUMMARY

responsible to the appropriate supervisor through the
assigned foreman.

performs tasks of a semi-skilled nature as directed.

JOB CHARACTERISTICS

maintains and repairs power tools and equipment such as
vacuum cleaners, drills, saws, lathes, planners etc. as
requested.

inspects, maintains and repairs all type of physical
education apparatus and equipment on an annual basis.

inspects, maintains and replaces all fire safety equipment on
a regular basis as required

inspects, maintains and repairs door and window hardware.

inspects, maintains, welds, repairs and installs fencing,
goalposts, backstops, bumper rails, wood screeding,
playground equipment, concrete curbs, catch basins, drainage
tile, irrigation equipment , etc.

inspects and removes tree limbs and trees as required from
school property.

installs and repairs carpeting, services and repairs venetian
blinds

fabricates and assembles concrete curbs, concrete pads, board
walks, bicycle racks, garbage containers etc.

JOB CHARACTERISTICS (cont'd)

removes and installs vent covers on eaves when a ladder is necessary for access.

inspects and replaces exterior flood lights under 12' in height as requested

reports promptly to the appropriate foreman or supervisor, any mechanical failures or body damage to School Board vehicles, equipment and tools

cleans works areas, equipment and tools

performs duties incompliance with safety regulations

performs other assigned duties related to the above

JOB QUALIFICATIONS

must be physically able and have considerable experience as specified in the Job Characteristics

a valid B.C. driver's licence is desirable

must have the ability and knowledge to operate, maintain and repair small power tools and mechanical equipment.

must be able to work in adverse weather conditions.

maintains a cooperative working relationship with other workers, supervisory and teaching staff, students and the public.

October 20, 1982