



Manistee Area Public Schools  
525 12th Street  
Manistee, MI 49660

## Posting

Internal/External

July 29, 2024

**POSITION:** **ONE (1), FULL MAINTENANCE EMPLOYEE**

### DESCRIPTION/QUALIFICATIONS:

- High school graduate or above
- Five (5) or more years of relevant experience as a maintenance technician. Licensed in HVAC, Plumbing or Building is preferred
- Able to work independently as well as in a team environment
- Valid Michigan Driver's License
- Responsible for clean, safe, and healthy learning environment for the Students and Staff of Manistee Area Public Schools
- Expertise in general plumbing, Irrigation, HVAC, appliance repair, electrical, and carpentry work
- Performing preventive maintenance routines to ensure proper operation of the schools HVAC, electrical, plumbing systems and Pool equipment
- Operates any and all facility tools. Is able to read from any blueprint, interprets construction and installation instructions, and has a thorough working knowledge of shop mathematics. May do some routine tasks such as greasing, oiling, cleaning, and inspection of equipment, buildings, and attachments
- Troubleshoots equipment and systems to determine repair and replacement requirements on equipment and systems such as air handlers, Compressors, electrical system components, pumps, lighting, and building automated control systems
- Familiarity with maintenance management software and computer skills
- Responds to emergency or unanticipated facility maintenance requirements outside normal working hours
- Able to work at heights
- Able to lift heavy objects and unload truck
- replacement, attention to furnishings, operate/maintain equipment as needed
- Cleaning, according to methods and schedule established by the Director
- Training, compliance, and mandatory certifications (eg: OSHA)

**PAY/BENEFITS:** Per Contract

**HOURS:** Full Time, Days, may require some weekends and fluctuating hours based on the facilities needs

**EXPIRATION DATE:** Until Filled

**APPLICATION:** Internal  
Email or Letter of Interest  
External  
Letter of Interest and application (attached)

**Submit required materials to :** Sara Schubert, [sschubert@manistee.org](mailto:sschubert@manistee.org)

*District Policy: Nondiscrimination on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in all activities and employment .*