

Bakersfield City School District
Education Center – 1300 Baker Street
Bakersfield, California 93305
Personnel Services

TITLE: SUPERVISOR – PREVENTATIVE MAINTENANCE TEAM

QUALIFICATIONS:

1. Training and experience in K-12 maintenance and Operations setting; lead or supervisory experience desirable
2. Knowledge of materials, tools and equipment used in maintenance and operation of equipment and buildings
3. Knowledge of laws, regulations, codes and standards related to building trades
4. Knowledge of principals and practices of supervision; ability to plan and direct the work of others
5. Be able to identify and schedule preventative maintenance plans
6. Ability to follow oral and written directions
7. Ability to exercise independent judgment and supervise preventative maintenance team members

REPORTS TO: Assistant Director – Maintenance and Operations

JOB GOAL: To provide safe and comfortable facilities for students and staff by maintenance program

PERFORMANCE RESPONSIBILITIES:

1. Assists Assistant Director, Maintenance and Operations in organizing, coordinating and supervising activities of preventative maintenance crew and members of skilled trades who are working on preventative maintenance projects
2. Serves as active working member of preventative maintenance team
3. Develops work schedules, directs work, orders equipment, materials and supplies for preventative maintenance program
4. Provides for long and short-range planning of preventative maintenance work provided by department
5. Performs other related duties as assigned

TERMS OF EMPLOYMENT: Salary and work year according to current schedule; supervisory salary schedule, class 35

EVALUATION: Performance of this job will be evaluated in accordance with the District's "Improvement of Professional Services" handbook, Board Policies and Procedures and consistent with collective bargaining agreements when applicable