

AG FARM & DISTRICT MAINTENANCE HELPER/BUS DRIVER**Job Summary:**

Would work under the supervision of Maintenance Personal, the Ag Farm & District Maintenance Helper/Bus Driver, assists in various functions involved in maintaining school buildings, grounds, and equipment; may be required to drive school bus route(s), and performs other related duties as required.

**Qualifications:****Required**

- High School Diploma or Equivalent
- Two (2) years of paid farming experience
- Possess a valid California Driver's License (Incumbent must be insurable at the "standard rate" by the employer's insurance carrier at all times while employed with CUSD. This position requires the incumbent to enroll in the DMV Government Employer Pull Notice at time of hire.)

**Desired**

- Farm Safety Certificate
- Valid CA Class B (Class II) Driver License; with P (Passenger Endorsement) or willing to obtain within six months of employment
- Knowledge standard practices, methods, materials and equipment used in the building trade

**Knowledge and Abilities:**

- Ability to manage and prioritize multiple tasks
- Ability to establish and maintain effective working relationships within the high school Agriculture department staff, the district maintenance department and the local agricultural community
- Ability to operate, maintain, and repair farm equipment of various types
- Knowledge of general grounds maintenance to include, but not limited to mowing and caring for lawns and upkeep including trimming, weed and rodent control, and landscaping needs including irrigation and sprinkler systems
- Knowledge of equipment repair and maintenance including but not limited to fueling practices, greasing fittings, fluid and filter changes, and routine safety maintenance
- Knowledge and ability to order parts and supplies in order to repair equipment
- Ability to perform weekly inspections of equipment and facilities
- Ability to maintain livestock barns and handling facilities including but not limited to fence repair, electrical systems, sump pump and plumbing systems, welding, carpentry, painting, pest and insect removal, and general maintenance and care of facilities
- Excellent organizational working skills
- Ability to use tools of the building trade skillfully and safely
- Ability to work from sketches and blueprints
- Ability to repair sanitary plumbing pipes and fixtures, air, oil and gas pipes and heating systems
- Knowledge to service coolers
- Knowledge of pipes in order to bend, cut, ream and thread
- Ability to test pipes for leaks
- Knowledge of equipment and supplies used in a large school system

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- Ability to follow oral and written instructions
- Ability to establish and maintain cooperative working relationship with co-workers, parents and students and to work in teams
- Ability and knowledge of school bus operations
- Ability to communicate effectively, both in writing and orally

**Essential Functions:**

- Responsible for the weekly inspection of equipment and facilities
- Responsible for maintenance and care of Ag farm grounds and buildings
- Prepare paperwork for ordering new equipment or materials
- Report major repairs to district
- Report issues to district
- Assists in promoting the policies and procedures for the facilities set in place by the CUSD staff.
- Perform repair and maintenance work including painting, repairing door and panic locks
- Repair window blinds and shades, scaffolds, forms, frames, fences and other structures
- Repair school and office furniture and equipment
- Repair windows and door screens
- Cut and install glazing
- Repair flag pole pulleys, cables and swings
- Repair sanitary plumbing pipes and fixtures, air, oil, and gas pipes and heating systems
- Service coolers
- Bend, cut, ream and thread pipes
- Test pipes for leaks
- Install, maintain and repair electrical systems, dishwashers, power mixers and grinders, power saws, glass cutters, arc and gas welding equipment
- May be required to operate truck or tractor
- May be required to clean maintenance shop and toilet facilities
- May be required to wash, sweep or otherwise service buses or other school vehicles
- Drive School Bus
- Drive a school vehicle to various schools, administration office, Post Office, and the warehouse
- Required to operate a truck or fork lift
- Wash, sweep or otherwise service buses or other school vehicles
- Other appropriate duties as assigned

**Physical Requirements of the Position:**

- Physical ability to lift 100 lbs., bend, stoop, and to reach overhead
- Facility to drive a car and farm equipment
- To work various hours-day and night and weekends
- Physical strength to perform farming and manual labor
- Mental acuity to: interpret and follow rules relating to the position, make decisions using sound judgment, and evaluate results
- Facility to stand for extended periods of time
- Facility to see and read, with or without vision aids, a computer screen, laws, codes, rules and policies, and other printed matter

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- Facility to hear and understand speech at normal room levels, and to hear and understand speech at normal room levels, and to hear and understand speech on the telephone
- Manual dexterity to operate a telephone; enter data into a computer; research data on computer
- Facility to speak in audible tones so that others may understand clearly in normal conversations, in meetings, and on the telephone
- Ability to constantly (6-8+ hours) walk, stand, bend neck, bend waist and squat; twist neck; twist waist
- Ability to constantly (6-8+ hours) grasp with both right and left hand; pushing and pulling with both right and left hand
- Ability to constantly (6-8+ hours) reach above shoulder level and to reach below shoulder level
- Ability to frequently (3-6+ hours) crawl
- Ability to occasionally (up to 3 hours) sit; kneel
- Ability to lift up to 75 pounds
- Ability to carry up to 75 pounds
- Position requires the following:
  - Driving cars, delivery truck
  - Work around equipment and machinery
  - Walk on uneven ground
  - Exposure to excessive noise
  - Exposure to extremes in temperature, humidity or wetness (Commodity Freezer and Warehouse – no air conditioner)
  - Exposure to dust, gas, fumes, or chemicals
  - Operation of foot controls or repetitive foot movement

**Note**

- This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

Days:	12 month-260 days; Flex time may be required
Hours Per Day:	8.00 hours
Salary:	Range 19 on Classified Salary Schedule
Requires:	Bus Driver license, DMV H6